

**ANNEXURE-I (a)****DETAILS OF WORKS COMPLETED BY THE TENDERER DURING LAST SEVEN YEARS**

SN	NAME OF WORK AND CONTRACT AGREEMENT NUMBER	NATURE OF WORK	NAME AND ADDRESS OF CLIENT/DEP T.	ORIGINAL CONTRACT VALUE	DATE OF AWARD OF WORK	SCHEDULED DATE OF COMPLETIO N	ACTUAL DATE OF START OF WORK	ACTUAL DATE OF COMLETIO N	PAYMENT RECEIVED UP TO DATE	FINAL VALUE OF CONTRACT
1	2	3	4	5	6	7	8	9	10	11

Signature of the Tenderer  
with Date and stamp

***ANNEXURE-I(b)***

**Details of Contractual Payment received during the last 03 (three) Financial years including the current Financial year**

**(up to the date of closing of e-tender)**

SN	NAME OF WORK	CONTRACT AGREEMENT NUMBER	PAYMENT CERTIFICATE No., DATE & ISSUED BY	AMOUNT OF CONTRACTUAL PAYMENT RECEIVED	DATE OF PAYMENT RECEIVED
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-II****DETAILS OF PLANT AND MACHINERY WITH THE TENDERER**

List of plant and Machinery available on hand (own) and proposed to be inducted (own and hired) for the subject work should be given separately

SN	DESCRIPTION OF PLANT AND MACHINERT	NO. OF SUCH PLANT AND MACHINER Y	DATE OF PURCHAS E AND OWNER	MANUFACTU RER AND DATE OF MANUFACTU RE	DRIVEN BY PETROL/DIE SEL/ELECTRI C	CONDITION OF THE PLANT AND MACHINERT	WHERE CAN IT BE INSPECTE D	OWNED/PROPS ED TO BE OWNED FOR THE WORK	FROM WHOM IT WOULD BE HIRED
1	2	3	4	5	6	7	8	9	10

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-III****DETAILS OF PERSONNEL AND ORGANIZATION OF THE TENDERER**

List of Personnel and Organization available on hand (own) and proposed to be engaged for the subject work should be given

SL NO	NAME OF PERONNEL	AGE	TECHNICAL QUALIFICATI ON	RELATION WITH THE TENDERER	COMMENCEMENT OF PRESENT EMPLOYMENT	TOTAL EXPERIENCE	EMOLUMENT
1	2	3	4	5	6	7	8

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-IV**

**DETAILS OF WORKS THE TENDERER PRESENTLY ON HAND**

SN	NAME OF THE WORK AND CONTRACT AGREEMENT NUMBER	NATURE OF THE WORK	NAME AND ADDRESS OF CLIENT/DEPT .	ORIGINAL CONTRACT VALUE	DATE OF AWARD OF THE WORK	SCHEDULED DATE OF COMPLETION	PAYMENT RECEIVED UP TO DATE	APROXIMATE VALUE OF BALANCE WORK	REMARKS
1	2	3	4	5	6	7	8	9	10

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-V****DECLARATION REGARDING ASSOCIATION OF RAILWAY OFFICERS WITH THE TENDERER**

S N	NAME OF OFFICER	RELATION OF THE OFFICER WITH THE TENDERER	DESIGNATION AND PLACE OF POSTING OF THE OFFICER WHILE WORKING ON RAILWAYS	DATE OF RETIREMENT OF THE OFFICER	PARTICULARS OF THE PERMISSION TAKEN FOR ASSOCIATION WITH THE TENDERER	HAS ALL NECESSARY CERTIFICATES ENCLOSED
1	2	3	4	5	6	7

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-VI****LIST OF ARBITRATION CASES OF THE TENDERER DURING LAST FIVE YEARS**

SL NO	NAME OF WORKS	VALUE OF THE WORK	NAME OF CLIENT/DEPTT.	AMOUNT OF CLAIM PREFERRED WITH DATE	CLAIM OF THE DEPTT, IF ANY	BRIEF REASON FOR THE DISPUTE	PRESENT POSITION OF THE CASE
1	2	3	4	5	6	7	8

Signature of the Tenderer  
with Date and stamp

**ANNEXURE-VII****LIST OF COURT CASES OF THE TENDERER DURING LAST FIVE YEARS**

SL NO	NAME OF WORKS	VALUE OF THE WORK	NAME OF CLIENT/DEPTT.	NAME OF THE COURT	REFERENCE AND DATE OF FILING THE CASE	RELIEF SOUGHT	BRIEF REASON FOR THE DISPUTE	PRESENT POSITION OF THE CASE
1	2	3	4	5	6	7	8	9

Signature of the Tenderer  
with Date and stamp



**NEFT MANDATE FORM**

FROM:

Date:

**TO**

**FA&CAO,**

**EASTERN RAILWAY,**

**KOLKATA**

**Sub:- Willingness to Receive Payment through RBI's NEFT System**

We refer to the National Electronic Fund Transfer (NEFT) System being set up by Eastern Railway, Kolkata for remittance of our payments using RBI's NEFT scheme and confirm that we are agreeable to our payments being made through the above scheme to our under noted Account:

**NAME OF THE ORGANIZATION AND ADDRESS:**

**MICR CODE OF BANK :**

**BANK NAME :**

**BRANCH NAME :**

**IFSC CODE :**

**BANK ADDRESS :**

**BRANCH TELE/FAX NO. :**

**BANK ACCOUNT NO. :**

**TYPE OF ACCOUNT :**

A Xerox copy of the cheque leaf is attached herewith for necessary action at your end.

Enclose: As stated above

**Signature & Stamp**

Confirmed by Bank.

## ANNEXURE-V OF GCC-2022

### FORMAT FOR CERTIFICATE TO BE SUBMITTED/UPLOADED BY TENDER ALONGWITH THE TENDER DOCUMENTS

I.....(Name and designation)\*\*appointed as the Attorney /authorized signatory of the tender (including its constituents),

M/s \_\_\_\_\_(hereinafter called the tender) for the

Purpose of the tender documents for the work of \_\_\_\_\_

\_\_\_\_\_as per the tender No. \_\_\_\_\_of \_\_\_\_\_(Railway)\*\*, do hereby solemnly affirm and state on the behalf of the tender including its constituents as under:

1. I/We the tenderer (s) am /are signing this document after carefully reading the contents.
2. I/We the tenderer (s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.
3. I/We hereby declare that I/We have downloaded the tender documents from Indian Railway website [www.ireps.gov.in](http://www.ireps.gov.in). I/We have verified the content of the document from the website and there is no addition, no deletion or no alteration to the content of the tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenders, execution of work or final payment of the contract, the master copy available with the railway Administration shall be final and binding upon me/us.
4. I/We declare and certify that I/We have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
5. **I/We also understand that my/our offer will be evaluated on the document/credentials submitted along with the offer and same shall be binding upon me/us.**
6. **I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.**
7. I/we certify that I/we the tendere(s) is /are not blacklisted or debarred by Railways or any other Ministry / Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm/LLP/JV/Society/Trust.
8. I/we understand that if the contents of the certificate submitted by us are found to be forged/false or incorrect at any time during process for evaluation of tenders, it shall lead to forfeiture of the Bid Security besides banning of business for a period of upto five year. Further, I/we (insert name of the tenderer)\*\*\_\_\_\_\_ and all my/our constituents understand that mylour offer shall be summarily rejected.

9. I/We also understand that if the certificate submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of Bid Security/Security Deposit and Performance guarantee besides any other action provided in the contract including banning of business for a period of upto five year.
10. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/we fulfil all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed)

SEAL AND SIGNATURE  
OF THE TENDERER

Place:

Dated:

**\*\* The contents in Italics are only for guidance purpose. Details as appropriate are to be filled in suitably by tenderer.**

**This certificate is to be given by each member of JV or Partners of Partnership firm/LLP/etc.**

## Annexure –VIB

Reference -Para 10.2 & 17.15.2 of Tender Form (Second Sheet) of Annexure I of ITT

**Each Bidder or each member of a JV must fill in this form separately:**

**NAME OF BIDDER/JV PARTNER:**

<b>Annual Contractual Turnover Data for the Previous 3/4 Years (Contractual Payment only)</b>			
<b>Year</b>	<b>Amount Currency</b>	<b>Exchange Rate</b>	<b>Indian National Rupees Equivalent</b>
<b>Average Annual Contractual Turnover for last 3 years</b>			

1. The average annual contractual turnover shall be calculated as an average of “total contractual payments” in the previous three financial years. However, in case balance sheet of the previous year is yet to be prepared/ audited, the audited balance sheet of the fourth previous year shall be considered for calculating average annual contractual turnover.
2. The information supplied shall be substantiated by data in the audited balance sheets and profit and loss accounts for the relevant years in respect of the bidder or all members constituting the bidder.
3. Contents of this form should be certified by a Chartered Accountant duly supported by Audited Balance Sheet duly certified by the Chartered Accountant.

### SEAL AND SIGNATURE OF THE BIDDER

Certified that all figures and facts submitted in this form have been furnished after full consideration of all observations/notes in Auditor's reports. \_\_\_\_\_

(Signature of Chartered Accountant)

Name of CA: \_\_\_\_\_  
Registration No: \_\_\_\_\_

(Seal)

**GST COMPLAINT INVOICE**

1	Supplier Name	
2	Supplier GSTIN	
3	Invoice No.	
4	Invoice Issue Date	
5	Total Value	
6	Taxable Value	
7	Goods A/c HSN, Service Accounting Code	
8	Goods and Services Description	
9	Unit Qty. Code	
10	Quantity	
11	Rate	
12	Whether eligible for ITC –Partial/Full/NIL	
13	IGST Rate	
14	IGST Charged Amount	
15	CGST Rate	
16	CGST Charged Amount	
17	SGST/UGST Rate	
18	SGST Charged Amount	
19	Cess Rate	
20	Cess Charged Amount	
21	Name/Recipient of service/Goods	
22	Place of Supply	
23	Recipient GSTIN	
24	Tax payable on Reverse Charge Basis(Y/N)	
25	TDS	

Signature &amp; Stamp

LCDA No. (18 DIGIT IPAS GENERATED NO.)

Dated: -----

**DOCUMENT OF AUTHORIZATION****Reference : (i) Works Contract / Supply Contract**

No. \_\_\_\_\_ Dated \_\_\_\_\_

**(ii) Inland Letter of Credit**

No. \_\_\_\_\_ Dated \_\_\_\_\_

This document is issued against contract No. \_\_\_\_ (FROM IREPS)  
\_\_\_\_\_ dated \_\_\_\_\_For supply / work of ---- (DESCRIPTION OF GOODS/WORK FROM  
IREPS) \_\_\_\_\_

The beneficiary of the aforementioned Letter of Credit M/s.....(NAME AND VENDOR CODE).....(Vendor Code .....as per IREPS.....) is entitled to receive payment aggregating INR.....(FROM ABSTRACT NOF BILL PASSED)..... out of a total LC amount INR....(FROM MASTER TABLE OF LC OPENED).....against the first/second\* commercial Invoice No. (FROM IREPS)\_\_\_\_\_dated \_\_\_\_\_FROM IPAS\_\_\_\_\_for INR (FROM IPAS)\_\_\_\_\_ raised against the above contract from State Bank of India .....(branch-FROM LC MASTER TABLE)\_\_\_\_\_on the strength of the Certificate.

The details of payments already made in the beneficiary under this Letter of Credit are as follows:-

S.No.	Invoice No.	Invoice Date	Invoice Amount (INR)	LCDA No.	LCDA Date	Amount paid (INR)
Total Paid						

THIS PAYMENT: \_\_\_\_\_  
LC BALANCE AFTER THIS PAYMENT : \_\_\_\_\_

(Signature of authorized Railway authority)

Name:

Designation:

Official Seal:

## **Annexure –VIA**

Para 5 of the Instructions to Tenderers

(Bid Security)

Bank Guarantee Bond from any scheduled commercial bank of India  
(On non-judicial stamp paper, which should be in the name of the Executing Bank).

Name of the Bank: -----

President of India,

Acting through .....,

..... Railway,

Beneficiary: ..... Railway

Date:.....

Bank Guarantee Bond No.: Date:-----

In consideration of the President of India acting through----- (Designation & address of Contract Signing Authority), ..... Railway, ....., .... (hereinafter called "The Railway") having invited the bid for\_\_\_\_\_through Notice inviting tender (NIT) No.\_\_\_\_\_, We have been informed that . . . . . [Insert name of the Bidder]..... (hereinafter called "the Bidder") intends to submit its bid (hereinafter called "the Bid").

WHEREAS, the Bidder is required to furnish Bid Security for the sum of [Insert required Value of Bid Security], in the form of Bank Guarantee, according to conditions of Bid.

AND

WHEREAS, .....[Insert Name of the Bank], with its Branch .....[Insert Address] having its Headquarters office at..... [Insert Address], hereinafter called the Bank, acting through .....[Insert Name and Designation of the authorised persons of the Bank], have, at the request of the Bidder, agreed to give guarantee for Bid Security as hereinafter contained, in favour of the Railway:

1. KNOW ALL MEN that by these present that I/We the undersigned [Insert name(s) of authorized representatives of the Bank], being fully authorized to sign and incur obligations for and on behalf of the Bank, confirm that the Bank, hereby, unconditionally and irrevocably guarantee to pay to the Railway full amount in the sum of [Insert required Value of Bid Security] as above stated.
2. The Bank undertakes to immediately pay on presentation of demand by the Railway any amount up to and including aforementioned full amount without any demur, reservation or recourse. Any such demand made by the Railway on the Bank shall be final, conclusive and binding, absolute and unequivocal on the Bank notwithstanding any disputes raised/ pending before any Court, Tribunal, Arbitration or any Authority or any threatened litigation by the Bidder or Bank.
3. The Bank shall pay the amount as demanded immediately on presentation of the demand by Railway without any reference to the Bidder and without the Railway being required to show grounds or give reasons for its demand of the amount so demanded.
4. The guarantee hereinbefore shall not be affected by any change in the constitution of the Bank or in the constitution of the Bidder.

5. The Bank agrees that no change, addition, modifications to the terms of the Bid document or to any documents, which have been or may be made between the Railway and the Bidder, will in any way absolve the Bank from the liability under this guarantee; and the Bank, hereby, waives any requirement for notice of any such change, addition or modification made by Railway at any time.

6. This guarantee will remain valid and effective from.....[insert date of issue] till.....[insert date, which should be minimum 90 days beyond the expiry of validity of Bid]. Any demand in respect of this Guarantee should reach the Bank within the validity period of Bid Security.

7. The Bank Guarantee is unconditional and irrevocable.

8. The expressions Bank and Railway herein before used shall include their respective successors and assigns.

9. The Bank hereby undertakes not to revoke the guarantee during its currency, except with the previous consent in writing of the Railway. This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No.758.

10. The Bank hereby confirms that it is on the SFMS (Structured Financial Messaging System) and shall invariably send the advice of this Bank Guarantee to the following bank details –

IFSC CODE	SBIN000RAIL
IFSC TYPE	BRANCH
BANK NAME	STATE BANK OF INDIA
BRANCH NAME	RAIL
CITY NAME	NAVI MUMBAI
ADDRESS	SECTOR-11, CBD BELAPUR, NAVI MUMBAI
DISTRICT	NAVI MUMBAI
STATE	MAHARASHTRA
BG ENABLED	YES



11. The Guarantee shall be valid in addition to and without prejudice to any other security Guarantee(s) of Bidder in favour of the Railway. The Bank, under this Guarantee, shall be deemed as Principal Debtor of the Railway.

Date ..... ..

Place.....

Bank's Seal and authorized signature(s)

[Name in Block letters] .....

[Designation with Code No.].....

[P/Attorney] No.

Witness:

1 Signature, Name & Address & Seal

2 Signature, Name& address & Seal

Bank's Seal

[P/Attorney]No.

Note: All italicized text is for guidance on how to prepare this bank guarantee and shall be deleted from the final document.

**E. New Annexure-v (A), Part I of GCC shall be read as under**

**ANNEXURE-V(A)**

Reference-Para 6.1 of ITT

**(This certificate is to be given by attorney/authorized signatory/each member of Partnership firm/Joint Venture (JV) Hindu Undivided Family (HUF)/Limited Liability Partnership (LLP) etc.)**

I/We .....(Name), attorney /authorized signatory of the .....  
(constituent firm/constituent partner)and member/partner of the .....  
(tendering firm) hereby solemnly affirm and state as under:

1. I/We certify that .....(constituent firm/constituent partner)is/are not blacklisted or debarred by Railways or any other Ministry/Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/member of the partnership firm/LLP/JV/Society/Trust.
2. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/We fulfil all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed),

**SEAL AND SIGNATURE  
OF THE CONSTITUENT FIRM/CONSTITUENT PARTNER**

**Place:**

**Dated:**

**----- END -----**

Reference -Para 10.3 & 17.15.3 of Tender Form (Second Sheet) of Annexure I of ITT

TENDERER'S CREDENTIALS (BID CAPACITY)

\_\_\_\_\_ RAILWAY

For tenders having advertised value more than Rs.10 crore wherein eligibility criteria includes bid capacity also, the tenderer will be qualified only if its available bid capacity is equal to or more than the total bid value of the present tender. The available bid capacity shall be calculated as under:

$$\text{Available Bid Capacity} = [A \times N \times 2] - 0.33 \times N \times B$$

Where,

A = Maximum value of construction works executed and payment received in any one of the previous three financial years or the current financial year (up to date of inviting tender), taking into account the completed as well as works in progress.

N= Number of years prescribed for completion of work for which bids has been invited.

B = Value of existing commitments and balance amount of ongoing works with the tenderer as on date one month prior to the tender closing date to be completed in next 'N' years.

Note:

(a) The Tenderer(s) shall furnish the details of -

- (i) Maximum value of construction works executed and payment received in any one of the previous three financial years or the current financial year (up to date of inviting tender) for calculating A, and
- (ii) Existing commitments and balance amount of ongoing works with tenderer as per the prescribed proforma of Railway for statement of all works in progress and also the works which are awarded to tenderer but yet not started upto the date of inviting of tender for calculating B. In case of no works in hand, a 'NIL' statement should be furnished.

The submitted details for (i) and (ii) above should be duly verified by Chartered Accountant.

(b) In case if a bidder is JV, the tenderer(s) must furnish the details of

- (i) Maximum value of construction works executed and payment received in any one of the previous three financial years or the current financial year (up to date of inviting tender) by each member of JV for calculating A, and
- (ii) Existing commitments and balance amount of ongoing works with each member of JV either in individual capacity or as a member of other JV as per the prescribed proforma of Railway for statement of all works in progress and also the works which are awarded to each member of JV either in individual capacity or as a member of other JV

but yet not started upto the date of inviting of tender for calculating B. In case of no works in hand, a 'NIL' statement should be furnished.

The submitted details for (i) and (ii) above should be duly verified by Chartered Accountant.

(c) Value of a completed work/work in progress/work awarded but yet not started for a Member in an earlier JV shall be reckoned only to the extent of the concerned member's share in that JV for the purpose of satisfying his/her compliance to the above mentioned bid capacity in the tender under consideration.

(d) The arithmetic sum of individual "bid capacity" of all the members shall be taken as JV's "bid capacity".

(e) In case, the tenderer/s failed to submit the above statement along with offer, their/his offer shall be considered as incomplete and will be rejected summarily.

(f) The available bid capacity of tenderer shall be assessed based on the details submitted by the tenderer. In case, the available bid capacity is lesser than estimated cost of work put to tender, his offer shall not be considered even if he has been found eligible in other eligibility criteria/tender requirement.