

ANNEXURE-I/A

DETAILS OF WORKS COMPLETED BY THE TENDERER DURING LAST SEVEN YEARS:

[illegible]

ANNEXURE-I/B

DETAILS OF WORKS THE TENDERER PRESENTLY ON HAND:

[illegible]

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.

[illegible]

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.

SN	NAME OF PERSONNEL	AGE	TECHNICAL QUALIFICATION	RELATION WITH THE TENDERER	COMMENCEMENT OF PRESENT EMPLOYMENT	TOTAL EXPERIENCE	EMOLUMENT
1	2	3	4	5	6	7	8

ANNEXURE-IV/A**LIST OF ARBITRATION CASES OF THE TENDERER DURING LAST FIVE YEARS:**

SN	NAME OF WORK	VALUE OF WORK	NAME OF CLIENT / DEPT	AMOUNT OF CLAIM PREFERED WITH DATE	CLAIME OF DEPARTMENT IF ANY	BRIEF REASON OF DISPUTE	PRESENT POSITION OF THE CASE
1	2	3	4	5	6	7	8

ANNEXURE-IV/B**LIST OF COURT CASES OF THE TENDERER DURING LAST FIVE YEARS:**

SN	NAME OF WORK	VALUE OF WORK	NAME OF CLIENT / DEPT	NAME OF THE COURT	REFERANCE AND DATE OF FILLING CASE	RELIEF SOUGHT	BRIEF REASON OF DISPUTE	PRESENT POSITION OF THE CASE
1	2	3	4	5	6	7	8	9

Note:- The above Annexures I/A,I/B,II, III,IV/A,IV/B and tender 1st Sheet (attached with tender) are mandatory to submit by the tenderer's duly fill-up required applicable information/data .

(Non Judicial Stamp Paper as per admissible)

MODEL FORM OF PERFORMANCE BANK GUARANTEE BOND

To,
The President of India,
Acting through: FA & CAO/East Central Railway.

1. In consideration of the President of India (here in after called “the Government”) having agreed to exempt _____ (here in after called “the said contractor(s)”) from the demand, under the terms and conditions of an Acceptance Letter No. _____, dated: _____ made between (Name of Executive) and (Name of Agency) for (Name of work) (here in after called “the said Agreement”), of Performance Guarantee for the due fulfillment by the said Contractor(s) of the terms and condition contained in the Said Agreement, on production of a irrevocable Bank Guarantee drawn in favour of FA & CAO/East Central Railway for Rs. _____ (Rupees _____ only).
We _____ (Indicate the name of Bank with full address) _____ (here in after referred to as “the Bank”) at the request of _____ contractor(s) do hereby undertake to pay to the Government an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Government by reason of any breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement.
2. We _____ (Indicate the name of Bank with full address) _____ do hereby undertake to pay the amount due and payable under this Guarantee without any demur, merely on a demand from the Government stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Government by reason of breach by the said contractor(s) of any of the terms of conditions contained in the said Agreement or by reason of the contractor(s) failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.
3. We undertake to pay the Government acting through FA & CAO/East Central Railway any money so demand not withstanding any dispute or disputes raised by the contractor(s)/supplier(s) in any suit or proceeding pending before any court of Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s)/suppliers(s) shall have no claim against us for making such payment.
4. We _____ (Indicate the name of Bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Government under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till (Sr. Divisional S&T Engineer , East Central Railway/Samastipur/Signal & Telecom Department) Ministry of Railways certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee. Unless a demand of claim under the guarantee is made on us in writing on or before the (Date of completion +2 (Two) months thereafter) we shall be discharged from all liability under this guarantee thereafter.
5. We _____ (Indicate the name of Bank) _____ further agree with the government acting through FA & CAO/East Central Railway that the Government shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Government against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Contractor(s) or for any forbearance act or omission on the part of the Government or any indulgence by the Government to the said Contractor(s) or any such matter or thing whatsoever which under the law relating to sureties would but for this provision, have effect of so relieving us.
This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s) / Supplier(s).
We _____ (Indicate the name of Bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Government in writing.
Date the _____ day of _____ 20.....
For _____

(Indicate the Name of the Bank)

Seal & Stamp

(Note:- The model form of BG Bond for the purpose of providing guidance to the Tenderer only. The Tenderer may check/verify once before the submission of BG as per latest guidelines/model form (as applicable).

**ANNEXRE-R****RECEIPT CERTIFICATE.(FOR SUPPLY ONLY)**

From: Sr. Section Engineer/Section Engineer(Signal/ Works)

East Central Railway



No .

Date:

1	Contract No	
2	Name or Work	
3	Item No. As in Rate Schedule	
4	Description of Item.	
5	Material inspected by :	
6	Dispatch particular & date	
7	Quantity as per dispatch particular	
8	Quantity received	
9	Quantity short received	
10	Condition of Stores Received	
11	Name of Firm & Address	
12	Place of receipt	
13	Date of receipt	
14	Ledger No.	
15	Name & designation of Stores In-charge	

Signature of Stores-in-Charge

पूर्व मध्य रेल
East Central Railway

		प्रधान मुख्य सिगनल एवं दूरसंचार इंजीनियर का कार्यालय हाजीपुर - 844 101 Office of the Principal Chief Signal & Telecommunication Engineer Hajipur - 844101
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e-File. ECR-HQ0SnT(GENL)/41/2020(5954)

Dtd. 21.05.2024

CAO/S/Con/MHX
CAO/N/Con/MHX
DRMs/DHN/DDU/DHN/SEE/SPJ
E. C. Railway

ED/RCIL/ER/KKK
PGM/IRCON/PNBE
GM/RVNL/PNBE
GM/DFCCIL/NDLS

S&T Policy No. 09/2024

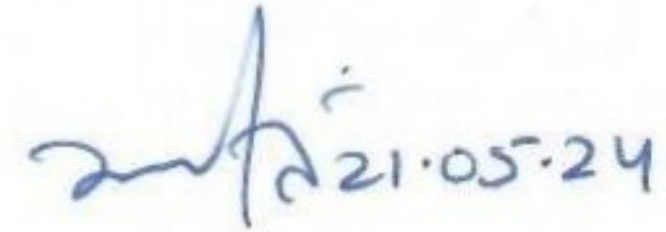
Sub: Procedure for undertaking earth work/digging work/trenching work in the vicinity of Signalling, Telecom and Electrical cables/orther assets-preventative and post cable/asset damage measures.

Ref: Rly Bd's letter No. 2021/Tele/5(2)/3-Part(1)(3425647) dtd. 12.06.2023.

In reference to above, E.C. Railway's JPO for procedure to be adopted for protection of cables while undertaking digging work in the vicinity of Signalling, Telecom and Electrical cables is issued which is duly signed by PCSTE, PCE, PCEE & PCSC of ECR.

The JPO is enclosed for immediate action & implementation all over ECR please.

DA: As above



(ए .पी .वर्मा)
(A.P.Verma)

उप. मु.सि.दू.ई/योजना/पूमरे/ हाजीपुर
Dy.CSTE/Planning/ECR/Hajipur
for GM/S&T/HJP

Copy to:

- 1) Secy. to GM/ECR for kind information of GM please.
- 2) Secy. to AGM/ECR for kind information of AGM please.
- 3) PCE/ECR, for kind information please.
- 4) PCEE/ECR, for kind information please.
- 5) PCSC/ECR, for kind information please.
- 6) ED/Tele/Rly Board, for kind information please
- 7) CSTE/Works/HJP, CSTE/S/Con/MHX & CSTE/N/Con/MHX, for kind information and necessary action please.
- 8) Sr. DSTEs,DHN/DDU/DNR/SEE/SPJ, for kind information and necessary action please.

EAST CENTRAL RAILWAY

No. ECR/HQ/JPO/efile no. 261966

JOINT PROCEDURE ORDER (JPO) FOR UNDERTAKING EARTH WORK IN THE VICINITY OF ELECTRICAL, SIGNALLING & TELECOM CABLES/ ASSETS

Sub: Procedure for undertaking earth work/digging work/trenching work in the vicinity of Signaling, Telecom and Electrical cables/ other assets- preventative and post cable/ asset damage measures.

**Ref.: - (i) Rly. Bd's letter No. 2021/Tele/5(2)/3-Part(I)(3425647),NDLS dtd. 12.06.2023.
(ii) Rly Board letter no.- 2020/Tele/11(6)/1(3329554) dated 02.12.2023.**

Despite Railway Board circulars and JPOs, cuts in cables/ damage to the existing utilities due to construction activities such as multiple tracking, doubling, yard remodeling, additional loop/ longer loop work, station development, building construction, Tower/ Mast erection works, Electrification works, Drainage, water pipe line etc and such other works involving earth work/digging/ trenching work in vicinity of existing assets is a cause of concern. Directions were issued to prevent such cases from time to time including Railway Board JPO no. 2003/Tele/RCI1/1/Pt.IX, dated 24.06.2013 (Telecom Circular No. 17/2013). Vide above ref(i) in suppression to above JPO, Railway Board issued guidelines for protection of cables while doing working in vicinity and advised Zonal Railways to issue JPO based on these guidelines.

The JPO is issued to describe the mechanism for different use cases to prevent damage to working asset during the work.

(1).	Divisions will upload updated Cable Route diagram for all types of cable (block section wise) on Home page of internet website of ECR (www.ecr.indianrailways.gov.in). The Executing Agencies may refer to this while executing the work.
(2).	Leveraging Information Technology to permits cable cut using coordinated information system: (i) For all new/ existing works where trenching/ digging of soil/earth works is involved by any agencies of S&T, Electrical, Civil Engineering, RVNL, IRCON, DFCCIL, private sector firms, etc., "Call Before u Dig" (CBuD) scheme to be implemented as per direction of Railway Board issued in this regard (as amended time to time). To implement the "Call Before u Dig" (CBuD) mobile app, it is mandated to include the CBuD model of working as a part of the tenders of all departments. (ii) Subsequently a joint survey between all assets owners and executing body .will be undertaken. Based on this survey a detailed joint sketch plan indicating the presence of cables and their distance from the OHE pole should be prepared and jointly signed. This joint sketch should be available with asset owner as well the executing agency before taking up the work.

(3).	<p>Where new works is being executed: For all new works involving trenching/earth work of any kind, system of providing information to be given as per details given in S.No-(2) above. Joint survey by S&T, Electrical and executing department indicating existing S&T, Electrical and other cable should be undertaken. On basis of this survey, a joint sketch indicating items for shifting of existing S&T & Electrical cables should be prepared and it should invariably be made part of DPR and estimate with adequate fund provisioning in it. Trenching/Earth work should only be started/ undertaken when shifting/ relocation of cable and other infrastructure is ensured.</p>
(4).	<p>For all ongoing works: For all ongoing/ existing works involving trenching/earth work of any kind, system of providing information to be given as per details given in S.No-(2) above. Further, provision of fund should be made either by sanction of work of cable shifting (if necessary) utilizing contingency/ supplementary/ revision of existing estimates where provision does not exist. Trenching/Earth works should only be started/ undertaken when shifting/ relocation of cable and other infrastructure is ensured. For this, following is to be ensured:</p> <ul style="list-style-type: none"> (i) Joint survey between S&T, Electrical and executing department indicating existing S&T, Electrical and other cable should be undertaken. This survey should also indicate the scope of earth work and area involved in the work. Based on this survey a detailed sketch plan indicating the presence of cables and their distance from the OHE pole should be prepared and jointly signed. (ii) On basis of this survey, cable/ asset shifting shall be done by executing agency and new cable should be kept ready in location box/relay hut/relay room for shifting. However, shifting of working circuits on new cable of Signal/ Telecom/ Electrical assets in location box/ Relay room/ OFC Huts, other location, etc. shall be responsibility of concerned Sr.DSTEs/ Sr.DEE in division. (iii) Approval to be obtained by exercising activity at S.No-2 (i) above.
(5).	<p>In case shifting of cable is not feasible (due to any reason),</p> <ul style="list-style-type: none"> (i) After the joint survey, detailed joint sketch plan as indicated in S.No.2 (ii) shall be prepared. (ii) In addition to this, lime marking or appropriate marker should be provided indicating presence of cables. (iii) The protection of cable shall be ensured by the executing agency taking all the precautions, preferably by manual method. The work should be carried out as per joint sketch taking care of exiting cables. (iv) However even upon taking all these precautions if cable gets damaged, due to any reason, it should be promptly informed to the concerned S&T/Electrical staff / respective Control. Under these circumstances, the contractor is expected to help Railways in restoration and there after he can make a request to ADRM for reduction of penalty.
(6).	<p>Precaution to be taken during commencement of work: All executing/ assets owners departments/ units should take precaution/ utmost care during execution of any work in vicinity of Railway Track. In this regard, Divisional control room of the respective deptt. shall inform all concerned about the ongoing works with its scope in the section by available means of communication to make them aware of the work being executed in section.</p>

(7).	For trenching work on Railway land by agencies of Government (other than Railways) i.e NHAI, State Govt, Private Companies/ agencies, etc., the system as elaborated in CBuD should be followed. Engineering department will be coordinating department with these agencies/ units.												
(8).	Penalty for cutting/ damaging the Railway cable by firm/ contractor/ agency:												
(i)	<p>Penalty should be levied on the contractor when they work without permission or resort to careless working without making proper arrangements for protecting cables and other utilities. Level of Penalty to be imposed for damages to cable/ utilities shall be as under:</p> <table border="1"> <thead> <tr> <th>Cable Damaged</th><th>Penalty per location (Rs.)</th></tr> </thead> <tbody> <tr> <td>Only Quad cable or Signaling cable</td><td>1.0 Lakh</td></tr> <tr> <td>Only OFC</td><td>1.25 Lakh</td></tr> <tr> <td>Both OFC & Quad</td><td>1.5 Lakh</td></tr> <tr> <td>Electrical Cable</td><td>1.0 Lakh</td></tr> <tr> <td>Telecom PIJF Cable</td><td>0.5 Lakh</td></tr> </tbody> </table>	Cable Damaged	Penalty per location (Rs.)	Only Quad cable or Signaling cable	1.0 Lakh	Only OFC	1.25 Lakh	Both OFC & Quad	1.5 Lakh	Electrical Cable	1.0 Lakh	Telecom PIJF Cable	0.5 Lakh
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Both OFC & Quad	1.5 Lakh												
Electrical Cable	1.0 Lakh												
Telecom PIJF Cable	0.5 Lakh												
(ii)	Necessary debit in this regard will be raised by the cable/utility owing department on the executing agency undertaking the work, who shall levy and recover the penalty from the defaulting contractor. The executing agency may make necessary provision in the contract to enforce the penalty.												
(iii)	For penalty to be imposed for each cable cut, a joint report should be prepared on the same day at the level of supervisors of executing unit and affected unit. Responsibility of unit to be fixed based on the joint note and joint sketch. If supervisor of executing unit refrain from signing of the joint note then DAR action may be initiated by concerned department against the associated supervisor.												
(iv)	The defaulting contractor/ agency/ unit (on basis of penalty imposed based on joint report) may appeal against the penalty. For this, they may apply to ADRM of the division through proper channel within one month of receiving the penalty notice along with complete documents and detailed justification. ADRM may enquire over the matter and decide on the appeal after consulting all concerned department/ documents. In case where defaulting contractor has extended help in restoration, the penalty can be reduced to an extent as deemed fit by ADRM. Decisions taken by ADRM shall be final and also be binding on all parties.												
(v)	In case of cable cut/ damage due to miscreant activity or anyone working without permission then an information to be given by divisional Control of affected department to Security Control in division for instant preventive action followed by formal complaint by concerned SSE/JE of affected unit to concerned RPF Post for registration of criminal case. Thereafter, joint report should be prepared on the same day at the level of supervisors of RPF and affected unit (owner unit of asset). Case registered by RPF, being a legal procedure at disposal of the Court, would not be withdrawn.												
(9).	Penalty not to be imposed in case of following:												
	Where works are executed by authorized contractors of Railways/ department who have been allowed/ permitted to work in the location & firm is obeying all the prescribed Rules framed by Railways and as per joint sketch but it is found that incorrect cable marking is given by concerned affected department as per initial joint survey.												