

**ANNEXURE-A"****PROFORMA****ENGINEERING ORGANISATION AVAILABLE ON HAND**

Sl. No.	Name & Designation of Employee	Qualification	Previous Experience	Working From	To
01	02	03	04	05	
A					
B					
C					
Z					

**ENGINEERING ORGANISATION PROPOSED TO BE ENGAGED FOR THIS WORK FROM ABOVE.**

Sl. No.	Name & Designation of Employee	Qualification	Previous Experience	Remarks
01	02	03	04	05
A				
B				
C				
Z				

**ENGINEERING ORGANISATION PROPOSED TO BE ENGAGED FOR THIS WORK FROM OUTSIDE.  
(A SUITABLY WORDED CONSENT LETTER FROM SUCH A PERSON SHOULD BE OBTAINED AND ENCLOSED).**

Sl. No.	Name & Designation of Employee	Qualification	Previous Experience	Remarks
01	02	03	04	05
A				
B				
C				
Z				

**SIGNATURE OF THE TENDERER (S):**  
**NAME OF THE TENDERER:**



**ANNEXURE-"B"****1. PLANT & MACHINERY AVAILABLE ON HAND.**

Sl. No.	Particulars of machinery, Plant & equipment	No. of Units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. in lakhs	Purchase Bill No. & Date and Registration particulars
01	02	03	04	05	06	07	08
A							
B							
C							
Z							

**2. PLANT & MACHINERY PROPOSED TO BE INDUCTED FROM ABOVE.**

Sl. No.	Particulars of machinery, Plant & equipment	No. of Units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. in lakhs	Purchase Bill No. & Date and Registration particulars
01	02	03	04	05	06	07	08
A							
B							
C							
Z							

**3. PLANT & MACHINERY PROPOSED TO BE INDUCTED FROM OUTSIDE.**

Sl. No.	Particulars of machinery, Plant & equipment	No. of Units	Kind and make	Capacity	Age and Condition	Approx. cost in Rs. in lakhs	If to be purchased give likely date of receipt and supplier's Name.
01	02	03	04	05	06	07	08
A							
B							
C							
Z							

**SIGNATURE OF THE TENDERER (S):**  
**NAME OF THE TENDERER:**



**ANNEXURE-"C"**

**LIST OF COMPLETED WORKS BY THE TENDERER**

Sl. No.	Name of work	Agreement No. and date	Designation and address of agreement signing authority	Agreement value in lakhs	Completed value of work (in lakhs)	Date of completion	Remarks
Railway /Central Govt works							
A							
B							
C							
D							
E							
Z							
State Govt. Works							
A							
B							
C							
D							
E							
Z							
Public Sector Undertaking Works							
A							
B							
C							
D							
E							
Z							

**SIGNATURE OF THE TENDERER (S)**  
**NAME OF THE TENDERER**



**ANNEXURE-"D"****LIST OF WORKS ON HAND WITH THE TENDERER**

Sl.	Name of work	Agreement No. and date	Designation and address of agreement signing authority	Agreement value in lakhs	Bill amount paid so far in lakhs	Due date of completion	Number of extensions taken
Railway works /Central Govt							
A							
B							
C							
D							
E							
Z							
State Govt. Works							
A							
B							
C							
D							
E							
Z							
Public Sector Undertaking Works							
A							
B							
C							
D							
E							
Z							

**SIGNATURE OF THE TENDERER (S):**  
**NAME OF THE TENDERER**





**SOUTH CENTRAL RAILWAY**  
**OFFICE OF THE PRINCIPAL CHIEF ENGINEER**  
**FIFTH FLOOR, RAILNILYAM, SECUNDERABAD-500071.**

W.148/P/(Guidelines)/Vol.II

Date: 27.05.2021

CAO/C, PCSTE, PCEE, PCME, PCCM;  
 Sr. DEN/Co-Ords/SC, HYB, BZA, GTL, GNT, NED;  
 Dy.CE/EWS/LGD, Sr.DEN/LGDS.

Sub:- System Improvement, guidelines and clarification of Contractor's Experience Certificate in Works Contracts of Works Tenders in SCR- Reg.

Ref:- This office letter of even No dated 21.03.2018. (F/484)

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1. Vide this office letter under reference, various Annexures are mentioned to be included in tender documents. Accordingly, a condition is being incorporated in all tender documents that the Experience Certificate shall be in the form of the Annexure(Annexure-E) otherwise, which the tender will be disqualified.

2. However, it is noticed that various Railways are issuing the Certificate in different formats and the tenders are being finalized based on them.

3. In view of this, Annexure-'E' shall not be made part of the tender document and the following clause shall be incorporated in the tender documents for the Experience Certificate in place of the existing one:

*"Tenderer should submit a self attested copy of work experience certificate, signed by an officer not below the rank of JA Grade or bill passing officer in Railways and Bill passing Officer/Executive in-charge of the work in other Government Department/Govt. bodies/Public sectors under taking to establish his eligibility criteria. The certificate should contain the details regarding Name of work; Agreement No and Date; Name of Agency; Agreement value in Rupees (amount in words and figures); Due date and actual date of completion; Value of Final Bill passed (amount in words and figures); Performance of the Contractor; Signature, Name, Designation and Seal of the Issuing Officer, otherwise which the offer will be summarily rejected".*

It is to be ensured that the above details are covered in the experience certificate submitted by the tenderer, otherwise which his bid shall be rejected.

This Railway shall, however, continue to issue the experience certificates in the proforma as is being followed now, and should not be made part of tender document.

This has the approval of PCE. (F/484)

(N.ANJAIAH)  
 Dy.Chief Engineer/Works

Copy for information/necessary action:

PFA, SDGM, DRMs/SC, HYB, BZA, GTL, GNT & NED,  
 Sr.DFM's/SC, HYB, BZA, GTL, GNT & NED,  
 CPD/SD, CTE, CBE, CGE, CE/TM, CE/TP, CE/P&D, CE/SD, CE/RSW, CE/BRH, CEWS&F  
 and CWM/CPOH/RYPs, CE/WS & F and CWM/CPOH/RYPs.



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:

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

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)