

Eastern Railway

Office of the Senior Divisional Electrical Engineer(TRD)  
DRM office/Eastern Railway, Malda -732102.  
E-tender no.: EL-MLDT-TRD-E-Tender-101

Other Special Conditions:

Name of the work: OHE modification work in connection with removal of lean, damaged/hited & critical Mast/TTC/Portals over Malda Division.

GENERAL INSTRUCTIONS TO TENDERERS FOR E-Tenders:

1.0 **ELIGIBILITY CRITERIA for any tender value (Below or above 50 Lakh):**

- i) Valid Electrical contractor license as per IE rules 1956, Clause 45.
- ii) Valid Electrical supervisor's license.

Standard Technical Eligibility Criteria (For Tender Value above Rs.50 Lakhs):

2.0 **Eligibility Criteria:**

2.1 **Technical Eligibility Criteria:**

- (a) The tenderer must have successfully completed or substantially completed any of the following during last 07(seven) years, ending last day of month previous to the one in which tender is invited:

Three similar works costing not less than the amount equal to 30% of advertised value of the tender, or

Two similar works costing not less than the amount equal to 40% of advertised value of the tender, or

One similar work costing not less than the amount equal to 60% of advertised value of the tender.

- (b) (i) In case of composite works (e.g. works involving more than one distinct component, such as Civil Engineering works, S&T works, Electrical works, OHE works etc. and in the case of major bridges – substructure, superstructure etc.), tenderer must have successfully completed any of the following during last 07 (seven) years, ending last day of month previous to the one in which tender is invited:

Three similar works costing not less than the amount equal to 30% of advertised value of each component of tender, or

Two similar works costing not less than the amount equal to 40% of advertised value of each component of tender, or

One similar work costing not less than the amount equal to 60% of advertised value of each component of tender.

Note: Separate completed works of minimum required values for each component can also be considered for fulfilment of technical eligibility criteria.

- (b) (ii) In such cases, what constitutes a component in a composite work shall be clearly predefined with estimated tender cost of it, as part of the tender documents without any ambiguity. Any work or set of works shall be considered to be a separate component, only when cost of the component is more than ₹ 2 crore each.

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2.2 **Similar Nature of Work:** (As per PCEE/KKK's note no. EL/94/6/Similar Nature Work, dated 17.12.2025):

"Design, supply, erection, testing & commissioning of 1x25KV/2x25KV, 50Hz, AC, single phase, OHE work".

2.3. **Financial Eligibility Criteria (For Tender Value above Rs.50 Lakhs):**

The tenderer must have minimum average annual contractual turnover of V/N or 'V' whichever is less; where

V= Advertised value of the tender in crores of Rupees

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

The average annual contractual turnover shall be calculated as an average of "total contractual payments" in the previous three financial years, as per the audited balance sheet. 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.

The tenderers shall submit requisite information as per Annexure-VIB, along with copies of Audited Balance Sheets duly certified by the Chartered Accountant/Certificate from Chartered Accountant duly supported by Audited Balance Sheet.

2.4 **Tenderer Credentials:**

Documents testifying tenderer previous experience and financial status should be produced alongwith the tender.

Tenderer(s) who is / are not borne on the approved list of the Contractors of Railway shall submit along with his / their tender.

- (i) Certificates and testimonials regarding contracting experience for the type of job for which tender is invited with list of works carried out in the past.
- (ii) Certificates which may be an attested Certificate from the client, Audited Balance Sheet duly certified by the Chartered Accountant etc regarding contractual payments received in the past.
- (iii) The list of personnel / organization on hand and proposed to be engaged for the tendered work. Similarly list of Plant & Machinery available on hand and proposed to be inducted and hired for the tendered work.
- (iv) **The tenderers has to submit/upload duly filled up "Document verification certificate"** stating that all their statements/documents submitted along with bid are true and factual. Standard format of the **Document verification certificate** to be submitted by the bidder is available in home page view document & it is downloadable. Non submission of **Document verification certificate** by the bidder shall result in **summarily rejection** of his/their bid. It shall be mandatorily incumbent upon the tenderer to identify, state and submit the supporting documents duly self attested by which they/he is qualifying the Qualifying Criteria mentioned in the Tender Document.
- (v) The Railway reserves the right to verify all statements, information and documents submitted by the bidder in his tender offer, and the bidder shall, when so required by the Railway, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the Railway shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any rights of the Railway thereunder.

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- (vi) (a) In case of any information submitted by tenderer is found to be false forged or incorrect at any time during process for evaluation of tenders, it shall lead to forfeiture of the tender Earnest Money besides banning of business for a period of upto two years.
- (b) In case of any information submitted by tenderer is found to be false forged or in correct after the award of contract, the contract shall be terminated. Earnest Money Deposit (EMD), Performance Guarantee and Security Deposit available with the railway shall be forfeited. In addition, other dues of the contractor, if any, under this contract shall be forfeited and agency shall be banned for doing business for a period of upto two years.

3.0 Following systems should be followed by Contractor as well as Railway Representative during supply of materials & execution of works:-

- a) For any contractual work, site register/daily progress register signed by the Rly. representative and contractor representative jointly, should be maintained at site.
- b) A record to be made in respect of materials to be released or dismantled, jointly signed by the concerned SSE(TRD) and contractor representative/contractor before starting execution of work.
- c) Material passing register / Inspection certificate signed by the competent authority is to be maintained properly at site itself.
- d) Location-wise asset register / Installation register should be maintained.

All materials supplied against works contract should be taken into account in departmental/works ledger only after it is passed during inspection by appropriate inspecting authority & ensure receipt of material accompanying with I/C.

4.0 Inspection of Materials:

All equipments, materials and components covered in this contract will be inspected by M/s RITES (for material value above Rs.5 Lakhs) or the authorized representative of Sr.DEE/TRD/MLDT (for material value upto Rs.5 Lakhs) at manufacturer's/supplier's premises or at site as per decision of competent authority. The contractor advised to submit inspection call letter with copy of purchase order well in advance to Sr.DEE/TRD/MLDT's office along with relevant documents. Inspection cost of M/s RITES will be borne by the Railway.

- 5.0 A 'Steel board' of size not less than 1 m x 1m should be displayed with the following Information at the project site for better appreciation of the project.

Name of the organization/Railway.

- (i) Name of project,
- (ii) Approx. cost of project.
- (iii) Expected date of completion.
- (iv) Name & address of contractor.
- (v) Address of the Engineer-in-charge.

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### Special conditions of Contract (General)

1.0 Security deposit shall be returned to the contractor after successful completion of contract period in case of hiring of vehicle, lorry, manpower, maintenance contract of OHE and PSI assets etc. as certified by the competent authority. In all other cases security deposit shall be returned to the contractor after successful completion of guarantee/warranty period from the date of completion of the work as certified by the competent authority. The competent authority shall normally be the authority who is competent to sign the contract. If this competent authority of the rank lower than JA Grade, then a JA Grade officer (concerned with the work) should issue the certificate. The certificate, inter alia, should mention that the work has been completed in all respect and that all the contractual obligations have been fulfilled by the contractors and that there is no due from the contractor to Railways against the contract concerned. Before releasing the security deposit, an unconditional and unequivocal 'no claim certificate' from the contractor concerned should be obtained. The Security Deposit, however, shall be released only after the expiry of guarantee period as the case may be and after passing the final bill based on "NO CLAIM CERTIFICATE".

1.1 In partial modification to the above instructions, it has now been decided that:

- a. No interest will be payable on the earnest money and the security deposit or amount payable to the contractor under the contract.
- b. After the work is physically completed, Security Deposit recovered from the running bills of a contractor can be returned to him if he so desires, in lieu of FDR / irrevocable Bank Guarantee for equivalent amount to be submitted by him.
- c. In case of contracts of value Rs.50 crores and above, irrevocable bank guarantee can also be accepted as a mode of obtaining Security Deposit.

#### 2.0 RECOVERY OF INCOME TAX

2.1 INCOME TAX @1% will be deducted from the contractor's bill/bills as per I/Tax Act.-1961 as amended up to date when the firm is of a proprietary nature. In all other cases Income Tax will be deducted @ 2%.

2.1.1 TDS on GST will be applicable as per extant rule.

#### 2.2.1 SUBMISSION OF GST REGISTRATION CERTIFICATE:

Contractor has to be registered their firm under GSTIN & submit valid GSTIN code as per latest amendments of extant rules.

2.2.2 GOODS & SERVICE TAX (GST): Goods & Service Tax (GST) shall be applicable as per extant Rule along with amendment time to time.

2.2.3 Contractor should submit a GST/tax invoice along with bill mentioning the proper HSN/SAC code duly stamped & signed by authorized signatory.

3.0 Work Inspection: Concerned depot In-charge/Supervisor of the respective installation will inspect the work in different stage during execution of the above work by the contractor. The site for the above work will be shown by Sr. Section Engineer(Elect./TRD) and finally inspect on completion of the above work in all respect and certified accordingly.

3.1 An indemnity bond on non-judicial stamp paper of Rs.100.00 duly signed by contractor to be submitted to the Railway authorities against the materials/Railway property handed over to the contractor for proper security & safeguard of the Railway materials.

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4.0 **PAYMENT:** Subject to any deductions or recoveries which the Sr. Divl. Elect. Engineer (TRD), Malda may be entitled to make under the contract or any other contract, the contractor shall unless otherwise agreed to be entitled to get the following payment:

(I) **On Account Payment**

On Account Payment will be made to the extent of 90% of the total Unit prices of such materials included in the Schedule, after supply / fixing (as mentioned in the each schedule item) of the materials in good condition at site duly certified by concerned SSE(Elect.)/TRD and as recorded in the measurement book. Materials must be inspected by M/s RITES or the concerned Sr.SSE(Elect.)/TRD& Inspection Certificate along with challan must be attached during payment.

(II) **FINAL PAYMENT OF BALANCE 10% OF SUPPLY & ERECTION PORTION:**

Final payment of balance 10% for both supply & erection, testing & commissioning charges included in the schedule, shall be paid on commissioning of the complete work and issue of provisional acceptance certificate and on retention of Security Deposit as per L.O.A. with Railways. This payment is also subject to submission of "NO CLAIM" certificate in favour of Eastern Railway is issued by the contractor.

- (i) When the work is tendered by a firm or a private limited Company the names of the numbers of the firm or all the partners of the private Ltd. Company must be mentioned in the tender and the tender shall be signed by each of them individually. Payment of bills will be made either by all such partners signing the bills or all such partner authorizing a particular representative for the purpose.
- (ii) The final acceptance of tender shall rest with the Sr. Divl. Elect. Engineer (TRD), Malda who reserved the right to accept or therefore and does not bind himself to accept or reject any tender or part thereof without assigning any reasons therefore and does not bind himself to accept the lowest tender.

5.0 Payment through Letter of Credit (LC) as option in Supply/ Works Contract.

Special condition of Letter of Credit as Mode of payment in Works Tender or Service Tender as per RB's Letter No.- No.2018/CE-I/CT/9, New Delhi, Dated 04.06.2018 (Annexure 'B' attached).

6.0 Special Conditions of Contract for mandatory updation of Labour data on Railway's shramikkalyan portal by Contractor. As per "Annexure - C" available in view document "HOME" page & is downloadable.

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7.0 **Bid Security:** (As per Advance Correction Slip No. 11 of GCC, April'2022)

The tenderer shall be required to submit the Bid Security with the tender for the due performance with the stipulation to keep the offer open till such date as specified in the tender, under the conditions of tender. The Bid Security shall be as under:

Value of the Work	Bid Security
For all works	2% of the estimated cost of the work

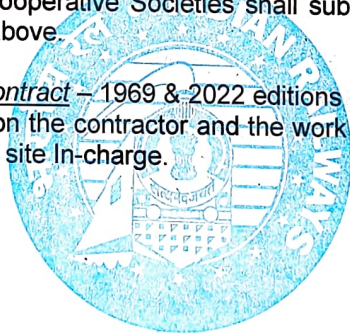
Note:

- (i) The Bid Security shall be rounded off to the nearest ₹100. This Bid Security shall be applicable for all modes of tendering.
- (ii) Any firm recognized by Department of Industrial Policy and Promotion (DIPP) as 'Startups' shall be exempted from payment of Bid Security detailed above.
- (iii) Labour Cooperative Societies shall submit only 50% of above Bid Security detailed above.

8.0 General Conditions of contract – 1969 & 2022 editions or latest with all up to date correction slips will be binding up on the contractor and the work should be carried out in accordance with as per instruction of site In-charge.

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