

WEST CENTRAL RAILWAY



PCMM's OFFICE  
Core Building  
Jabalpur-482001

File No: [WCR-HQ0S\(GA\)/39/2020](#)

Date: \_\_.06.2025

Sub: Corrigendum No. 2 to Version-7 of e-Tender document of WCR

Ref: 1. MSME circular No. F. No. 5/2(1)2020/E-P&G/Policy dt 01.12.2020

2. FAQs issued vide OM No. F.No.1(3)/2018-MA, part-III dt. 25.03.2022

3.WCR e-Tender Document for Supply Contracts, Ver. 7.0, applicable w.e.f 31.10.2022

4. Railway Board Letter No. 2021/RS(G)/779/7 DT. 09.05.2025

Following changes are incorporation with immediate effect in previously uploaded e-Tender Bid document Version-7.0 of WCR as per referred guidelines:

1.0

Existing para of Bid document	Modified para in Bid document
<b>Annexure-B, Para 5.1(ii):</b> MSEs who are registered <b>for the tendered item</b> with any one of the following: (a) UDYAM (UDYAM Registration Certificate). (b) <b>Udyog Aadhar Memorandum</b> (Note:- Terminal date for consideration of this certificate was till 30.06.2022 or as extended by Ministry of Micro, Small & Medium Enterprises from time to time. Thus this certificate can only be considered if the above terminal date is further extended beyond 30.06.2022.)	<b>Annexure-B, Para 5.1(ii):</b> MSE's who are registered with UDYAM <b>Note:</b> In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all non tax benefits of the category (micro or small or medium) it was in before the re-classification, for a period of three years from the date of such upward change.
<b>Annexure-B, Para 1.9.1(A)(i):</b> MSEs registered with any one of the agencies as per sub-para (B) below <b>for the item tendered</b> shall be exempted from payment of Earnest Money.	<b>Annexure-B, Para 1.9.1(A)(i):</b> MSEs registered with UDYAM shall be exempted from payment of Earnest Money. <b>Note:</b> In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all nontax benefits of the category (micro or small or medium) it was in before the re-

	classification, for a period of three years from the date of such upward change.
<p><b>Annexure-B, Para 1.9.1 (B)</b></p> <p>MSEs who are interested in availing themselves of these benefits will enclose with their offer the proof of their being MSE registered with any of the following:</p> <p>(a) UDYAM (UDYAM Registration Certificate).</p> <p>(b) <b>Udyog Aadhar Memorandum</b> (Note:- Terminal date for consideration of this certificate was till 30.06.2022 or as extended by Ministry of Micro, Small &amp; Medium Enterprises from time to time. Thus this certificate can only be considered if the above terminal date is further extended beyond 30.06.2022).</p> <p>MSEs registered with above agency/agencies must attach (in the template- 'Attach Documents' on 'Techno-Commercial Bid Details form', as scanned copy in PDF format) their current &amp; valid registration certificate along with their offer, failing which the offer is liable to be ignored.</p>	<p><b>Annexure-B, Para 1.9.1 (B)</b></p> <p>MSEs who are interested in availing themselves of these benefits will enclose with their offer the proof of their being MSE registered with UDYAM (UDYAM Registration Certificate).</p> <p><b>Note:</b> In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all nontax benefits of the category (micro or small or medium) it was in before the re-classification, for a period of three years from the date of such upward change.</p>
<p><b>Annexure-B, Para 1.9.1(A)(iii):</b></p> <p>Overall 4% (Out of total 25% for MSE's) of procurement of goods and services shall be from MSEs owned by Scheduled Castes or Scheduled Tribes (SC/ST) entrepreneurs and 3% (out of total 25% for MSE's) shall be from MSEs owned by women entrepreneurs. In the event of failure of such MSEs to participate in the tender process or meet tender requirement and L1 price, 4% sub-target of procurement earmarked from MSEs owned by SC/ST entrepreneurs and 3% sub-target from MSEs owned by women entrepreneurs shall be met from other MSEs.</p>	<b>DELETED.</b>
<p><b>Annexure-B, Para 1.3.1 (i)(b):</b></p> <p>The status of the firm will be reckoned as on or before the date of <b>tender opening</b> and not thereafter. The tenderers are to upload the copies of approval letter along with the offers. However, in case of removal/ suspension/banning etc. after opening of tender, such changes shall be taken into account while considering the offers.</p>	<p><b>Annexure-B, Para 1.3.1 (i)(b):</b></p> <p>The status of the firm will be reckoned as on the date of <b>tender closing</b> and not thereafter. The tenderers are to upload the copies of approval letter along with the offers. However, in case of removal/ suspension / banning etc. after <b>closing of tender</b>, such changes shall be taken into</p>

	account while considering the offers.
<b>Annexure-B, Para 1.3.1(ii)(a):</b>  Developmental Vendors shall be eligible for development order of 20% of NPQ in regular tenders. Total quantity to be ordered on developmental sources shall be limited up to 20% of NPQ in regular tenders.	<b>Annexure-B, Para 1.3.1(ii)(a):</b>  Developmental Vendors shall be eligible for development order of up to 20% of NPQ in regular tenders. Total quantity to be ordered on developmental sources shall be limited up to 20% of NPQ in regular tenders.  Note: It is clarified that the Developmental Vendors are only such vendors which are listed as developmental vendors on UVAM without any condition.

**2.0** The following Annexures are made part of the Bid Document as per the attachments with this order:

Annexure No.	Description
B1	Proforma for performance statement
B2	Proforma for equipment and quality control
B3	Proforma for authority from manufacturers
B4	Proforma for bank guarantee towards security deposit
B5	Proforma for warranty bank guarantee bond
B6	Proforma for neft mandate form
B7	Proforma for input tax credit declaration under gst regime

**3.0** The above modified Para 1.3.1 (i) (b) & Para 1.3.1 (ii) (a) of Annexure-B should be included as a part of NIT. Purchase officers are advised to change the NIT conditions accordingly.

This has the approval of PCMM.

(P. K. Asati)  
 Digitally Signed by Pawan Kumar Asati  
 DyCMM/G&C  
 Date: 24-06-2025 11:27:55  
 Reason: Approved

Copy To:  
 PCMM – For kind information please.  
 All purchase officers

(Please see clause 1.1.1 (a)

PROFORMA FOR PERFORMANCE STATEMENT  
(For a period of last 3 years)

Tender No..... Date of opening.....

Name of tenderer.....

Order place by (Full address of purchaser)	Purchase order No. & date	Unit Price, GST& FOR terms	Date of completion of delivery as per contract.	Actual Date of Completion of Delivery	Reasons for late delivery, if any

Signature and Seal of Tenderer

2383496/2025/O/o DY.CMM(C)/HQ/WCR

ANNEXURE – B2  
(Please see clause 1.1.1(b))

## PROFORMA FOR EQUIPMENT AND QUALITY CONTROL

Tender No. .... Date of Opening.....Time.....Hours

Name of the Firm .....

Note: All details required only for the items tendered: -

1. Name & full address of the firm.
2. Telephone & FAX No. Office/Factory/Works.
3. Telegraphic and E mail address.
4. Location of the manufacturing factory.
5. Details of Industrial License, wherever required as per statutory regulations.
6. Details of plant & machinery erected and functioning in each Deptt. (Monographs & Description pamphlets be supplied if available.)
7. Details of the process of manufacture in the factory in brief.
8. Details & stocks of raw material held.
9. Production capacity of item(s) quoted for, with the existing plant & machinery.
  - 9.1 Normal
  - 9.2 Maximum
10. Details of arrangement for quality control of products such as laboratory testing Equipment etc.
11. Details of staff.
  - 11.1 Details of technical supervisory staff-in-charge of production & quality control
  - 11.2 Skilled labour employed.
  - 11.3 Unskilled labour employed.
  - 11.4 Maximum No. of workers (skilled & unskilled) employed on any day during the 18 months preceding the date of application
12. Whether stores are tested to any standard specification, if so, copies of original test certificates should be submitted in triplicate.
13. Are you registered with the Directorate General of Supplies & Disposals, New Delhi. If so, furnish full particulars of registration; period of currency etc.
14. Are you a Small Scale Unit, registered with the National Small Industries Corporation Ltd., New Delhi. If so, furnish full particulars of registration, currency period etc.

Signature and seal of the  
Manufacturer / Tenderers

2383496/2025/O/o DY.CMM(C)/HQ/WCR

ANNEXURE – B3  
(Please see clause 1.7)

## PROFORMA FOR AUTHORITY FROM MANUFACTURERS

No.....

Dated.....

To

The PRESIDENT OF INDIA,  
Acting through the Controller of Stores,  
West Central Railway, Indira Market,  
Jabalpur

Dear Sir,

Subject : PCMMWCR./Jabalpur's Tender

No.....

We.....an established  
and reputed manufacturer of .....having  
factories at

.....do hereby Authorize M/s.....

.....(Name and address of  
Agents) to represent us, to bid, negotiate and conclude the contract on our behalf with you against  
Tender

No.....  
.....

No company/firm or individual other than

M/s.....are  
authorized to represent us in regard to this business against this specific tender.

Yours faithfully,  
(NAME)

for &amp; on behalf of

M/s.....

( Name of Manufacturers )

Note: This letter of authority should be on the Letter -Head of the manufacturing concern and  
should be signed by a person competent and having the power of attorney to bind the  
manufacturer.

2489200/2025/O/o DM/DM(C/MO/WCR

(Bank's common seal)

ANNEXURE-B4

(Please see clause 6.1)

**PROFORMA FOR BANK GUARANTEE TOWARDS SECURITY DEPOSIT (SD)**

To  
The PRESIDENT OF INDIA,  
Acting through  
The PFA/WCR/JBP,  
(Railway/Production Unit)

**GUARANTEE BOND**

In consideration of the President of India (hereinafter called-the Government") having agreed to exempt .....(hereinafter called "the said Contractor(s)") from the demand under the terms and conditions of an Agreement dated..... made between ..... and **PCMM/WCR/JBP** for..... (hereinafter called "the said Agreement"), of security deposit for the due fulfillment by the said contractor(s) of the terms and conditions contained in the said Agreement on production of a Bank Guarantee for Rs. ....(Rupees..... only) we..... (indicate name of the bank) (Hereinafter 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 name of the bank) do here by undertake to pay the amounts 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 any breach by the said Contractor(s) of any of the terms or 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 under take to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s)/Supplier(s) in any suit or proceeding pending before any Court or 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)/Supplier(s) shall have no claim against us for making such payment.

4. We .....(Indicate name of the 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 .....(Office Department) Ministry of .....certifies that the terms and conditions of the said Agreement has been fully and properly carried out by the said Contractor(s) and accordingly discharges this Guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the..... we shall be discharged from all liability under this Guarantee thereafter.

5. We.....(Indicate name of the bank) further agree with the Government 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 for any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Supplier(s).

7. We.....(indicate name of the 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.....

For.....

**(Indicate the name of Bank)****(Bank's common seal)**

2489200/2025/O/o DM/DM(C/MO)WCR

**Annexure B5**

(Please see clause 31.7.1 of 'Special Conditions of M&amp;P')

**PROFORMA FOR WARRANTY BANK GUARANTEE BOND**

To:  
The President of India  
PFA/WCR/JBP  
West Central Railway  
Jabalpur.

Sub: Guarantee no..... for.....(amount) Covering Machine(s) Serial no..... supplied to  
(Consignee/s).....

Ref: Contract no..... dated..... Placed on M/s.....

1. WHEREAS M/s..... one of our constituents, hereinafter called the "Sellers" have agreed to sell to you (here in after referred to as the "Government") .....nos. of .....(give description)as per contract no..... dated..... (hereinafter called "the said contract").

2. AND WHEREAS according to the terms of said contract, it has been stipulated that payment of 10 percent of the value of the stores would be made, provided that the Sellers furnish to the Purchaser a Bank Guarantee from a recognized Bank, acceptable to the Purchaser for 10 percent of the value of the said contract, valid for a period covering in full the Guarantee Period as per the Warranty clause of the said conditions of the contract, being the conditions attached to and forming part of the said contract.

3. AND WHEREAS the Sellers have been approached us to give the said Bank Gurantee on their behalf in your favour for an amount representing 10 percent of the value of the contract which you have agreed to accept.

4. That in consideration of the promises and at the request, of the said Sellers, we hereby irrevocably undertake and guarantee to pay to the Government of India or at such other place as may be determined by you forthwith on demand and without any demur, any sum up to a maximum amount of .....(Rs.....) representing 10 percent of the value of the Stores dispatched under the said contract in case the Sellers make default in paying the said sum or make any default in the performance observance or discharge of the guarantee contained in the said contract.

5. We agree that the decision of the Government whether any default has occurred or as been committed by the Sellers in the performance, observance or discharge of the guarantee aforesaid shall be, conclusive and binding on us.

6. Government shall be at liberty, from time-to-time, to grant or allow ex tension of time or give other indulgence to the said Sellers or to modify the terms and conditions of the contract with the said Sellers without affecting or impairing this guarantee or our liability hereunder.

7. We undertake to pay to the Government any money so demanded notwithstanding any dispute or disputes raised by the e Sellers in any suit or proceeding pending before any Court or 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 to our liability for payment there under and the Sellers shall have no claim against us for making such payment.

8. This Bank guarantee comes in to force when the balance ten percent of the value of the stores shipped per Vessel..... Vide Bill of Lading no..... dated..... or R/R no..... dated..... (in the case of indigenous contracts) under the said contract, has been paid and will remain in full force and effect up to ..... i.e. for ..... months counted from the date of placing the stores in services and shall continue to be enforceable for further six months i.e. up to.....(date), hereinafter called the said date.

9. This guarantee will not be discharged due to the change in the constitution of the Bank or the Sellers.

10. That no claim under this guarantee shall be entertained by us unless the same has been preferred by the Government within the said date.

Date..... Signature.....

Place..... Printed Name.....

Witness.....

Read and Accepted.

**Signature of Tenderer.....**

**(Designation)**  
**(Bank common seal)**

2383496/2025/O/o DY.CMM(C)/HQ/WCR

Annexure B6

(Please see clause 5.1 of 'Annexure-A')

**NATIONAL ELECTRONIC FUNDS TRANSFER (NEFT) MANDATE FORM**

From: M/s.

Date:

.....

To:

FA &amp; CAO/WST

West Central Railway

Jabalpur

Sub : NEFT payments.

\*\*\*\*

We refer to the NEFT being set up by Railways for remittance of our payments using RBI's NEFT scheme. Our payments may be made through the above scheme to our under noted account.

Name of City

Bank Code No.

Branch Code No.

Bank's Name

Branch Address

Branch Telephone / Fax No.

Supplier's Account No.

Type of Account

IFSC code for NEFT

IFSC code for RTGS

Supplier's name as per Account

Telephone no. of supplier

Supplier's E-mail ID

Confirmed by Bank

Signature of supplier with

Stamp and address

Enclose a copy of crossed cheque

2383496/2025/O/o DY.CMM(C)/HQ/WCR

**Annexure B7**  
(Please see clause 10.3)

**PROFORMA FOR– INPUT TAX CREDIT D E C L A R A T I O N UNDER GST REGIME**

Certificate

To whom so ever it may concern)

Contract/P.O. No..... dated.....

We hereby declare that additional set off/input tax credit to the tune of  
Rs.....has accrued and accordingly the same is being passed on to  
the purchasers and to that effect the payable amount may be adjusted.

We hereby give undertaking that we have taken ITC (input tax credit benefit) while submitting  
our rate in the subject tender, however, any ITC benefit accrued in future on the supply of the  
item against above mentioned purchase order, the same will be passed on to Railways.  
Railways will have full authority to recover the same from this contract or any other pending  
Railway/Government contract and no dispute to this effect will be raised by us.

Dated.....

Signature with seal