

# **DFCCIL**

(A Government of India Enterprise under Ministry of Railways)

CORPORATE COMMUNICATION DEPARTMENT

NAME OF WORK:

Notice for Empanelment of Advertising Agencies

**July – 2013**

DEDICATED FREIGHT CORRIDOR CORPORATION OF INDIA LTD.

Pragati Maidan Metro Station Building Complex

New Delhi – 110001

Cost of Document: Rs.10000/- (Non-Refundable)

**START OF DOCUMENT (Total Pages-17)**

(1)

**APPLICATION FOR EMPANELMENT OF ADVERTISING AGENCY  
(TWO PAGES)**

NAME OF AGENCY \_\_\_\_\_

FULL ADDRESS \_\_\_\_\_

\_\_\_\_\_

To

The General Manager/ T.S.&Co-Ordination  
Dedicated Freight Corridor Corporation of India Ltd.,  
4<sup>th</sup> floor, Pragati Maidan Metro Station Building Complex,  
New Delhi- 110001.

Dear Sir,

1. I/We have perused the attached terms and conditions and hereby agree to abide by all the said conditions. The terms and conditions are enclosed, signed on each page, alongwith our seal, signifying our acceptance.

2. I/We have understood that alongwith this application (in two pages), I/We must attach the complete terms and conditions (in eight pages), duly signed alongwith seal, and attach all documents as mentioned in para (4) below, of this application, failing which my/our application will be deemed incomplete and may be summarily rejected.

3. I/We have understood and agree that in case we indulge in canvassing or trying to influence the process of empanelment or the decision of Dedicated Freight Corridor Corporation of India Ltd. (DFCC) before, during or after the empanelment process, our application will be summarily rejected.

4. The following documents/copies are enclosed with this application (please tick) for empanelment

- a. **Rs. 5,00,000/- (five lakhs only) towards earnest money vide:**  
**Bank Draft No. \_\_\_\_\_ dated \_\_\_\_\_ issued by \_\_\_\_\_ Bank**
- b. Terms and conditions are enclosed, signed on each page, alongwith our seal, signifying our acceptance.
- c. Valid Income Tax returns filed for last 3 years i.e. 2009-2010, 2010-2011 and 2011-2012. Along with copy of valid service tax registration certificate at Delhi for the last three years i.e. 2009-10, 2010-11 and 2011-12.
- d. Full accreditation certificate issued by Indian Newspaper Society or self attested certificate indicating full accreditation by the Indian Newspaper Society.
- e. Details of Print Media Advertising Turnover of the Agency during the financial year 2009-2010, 2010-2011 and 2011-2012, duly certified by Chartered Accountant.
- f. List of clients, as on 01-05-2013, with dates from and to regarding period of engagement, certified by Chartered Accountant.
- g. Details of our office in Delhi and other cities (address, phones-both fixed and mobile, faxes, and e-mail and declaration in terms of para – 13 of terms & conditions.

**APPLICATION FOR EMPANELMENT OF ADVERTISING AGENCY**  
(TWO PAGES)

Contd. From Page No.1

- h. List of professionals on rolls at the Delhi Office, alongwith details of the professionals, such as their name, designation, academic and professional qualifications and length of service with the agency duly certified by Chartered Accountant.
- i. Details of infrastructure at Delhi Office (office spaces and equipments and machinery), duly certified by the Chartered Accountant. It includes:
  - (a) Number of computers (attested copies of original bills attached)
  - (b) List of software (including operating system) used and attested photocopies of original bills and licenses attached.
- j. Attested copies of the documentary proof establishing that my/our advertising agency's office in Delhi is functional since 1<sup>st</sup> April 2009 without any break.
- k. One art works each in Hindi and in English languages on A-4 size paper (Black and White and coloured) for the Proposed Display Advertisements on behalf of DFCC on:  
**"DFCC- a catalyst to ecology and industry".**
- l. An art-pull for the given material i.e. one each in Hindi and English language typeset in (6) point font size for English language and in (7) point font size in Hindi language, faithfully reproducing the text for this purpose as given at Annexure-III (A) & (B) in the application form.
- m. Two advertisements, which consider our best released after 31-03-2009, alongwith the date of publication, names of the newspapers/periodicals, and respective release orders of the client. Testimonials from the clients of these advertisements are also attached, and I/We understand that in absence of testimonials from Marketing/PR departments or Chief Executive, these advertisements will not be considered for evaluation.
- n. One design & printing work e.g. logo designed/brochures/calendar/souvenir/house journal, which is executed by advertising agency after 31-03-2009. Testimonials from the client of this work are attached, and I/We understand that in absence of testimonials from Marketing/PR departments or chief Executive, these works will not be considered for evaluation.

S

All statements made and all documents and data enclosed are true to the best of my/our knowledge and belief, and liable to strict proof when asked by DFCC. All copies of documents enclosed are true to the originals which can be called for inspection and verification by the DFCC at any time.

Both pages of this application have also been signed by me/us.

Signature \_\_\_\_\_

Name of the Signatory \_\_\_\_\_

(In Block Letters) \_\_\_\_\_

Address of the Agency \_\_\_\_\_

With Official Seal \_\_\_\_\_

Place \_\_\_\_\_

Date \_\_\_\_\_

**TERMS & CONDITIONS FOR EMPANELMENT OF ADVERTISING AGENCY WITH DEDICATED FREIGHT CORRIDOR CORPORATION OF INDIA LTD. (TOTAL EIGHT PAGES)**

*i. Canvassing or recommendations or putting pressure from any source to influence the process of empanelment of Advertising Agencies by Dedicated Freight Corridor Corporation of India Ltd. (DFCC) will lead to automatic disqualification and applications will be summarily rejected/will not be considered.*

*ii. All the documents as attached with application must be signed, alongwith seal by Authorised signatory of the agency and also attested by C.A.*

1. Application on the enclosed form addressed to the General Manager/T.S.&Co. Dedicated Freight Corridor Corporation of India Ltd., 4<sup>th</sup>, Pragati Maidan Metro Station Complex, New Delhi – 110001, should be submitted upto 15:00 hrs on 01.08.2013. In case the date fixed is declared as holiday, the application should be submitted on the next working day upto 15:00 hrs. without any further notice by Dedicated Freight Corridor Corporation of India Ltd.
2. **Earnest money of Rs. 5,00,000/-** (five lakhs) is necessarily required to be deposited with DFCC in the form of a Bank Draft drawn on Nationalised Bank drawn in favour of DFCCIL payable at New Delhi, which should be enclosed with application. It is to be ensured that Bank draft is made from Advtg. Agency's account. The earnest money amount will be adjusted in the security deposit amount of Rs. 10,00,000/- (Ten Lakhs) in case of empanelled Advtg. Agencies and refunded to other Advtg. Agencies which are not empanelled.
3. Applications received after the stipulated date and time will not be accepted. DFCC shall not be responsible for Postal delay.
4. Incomplete and conditional applications will be summarily rejected.
5. All the copies of documents attached must be attested by a gazetted officer, or by the Advtg. Agency's Chartered Accounts, with proper seal and date. All documents, data and other statements in the application can be subjected to strict proof and verification by DFCC, if felt necessary.
6. DFCC reserves the right not to assign reasons for declining to consider any particular application or applications. DFCC also reserves the right to accept or reject any application or all applications.
7. DFCC reserves the right to seek performance report from other clients of the Advtg. Agency.

**Documents to be furnished –**

8. Copies of Income Tax Returns filed for the last 3 years i.e. 2009-2010, 2010-2011 & 2011-2012 and Service Tax Registration Certificate alongwith Service Tax Registration Number will have to be attached with the application.

9. The Agency must have a minimum print media advertising turnover of Rs. 10,00,00,000/- (Ten crore only) in each of the financial years, 2009-2010, 2010-2011 & 2011-2012. Print Media Advertising turn over for the three years i.e. 2009-2010, 2010-2011 & 2011-2012, duly certified by the Chartered Accountant of the Advertising Agency with proper seal and signatures must be attached alongwith the application for the empanelment. It must be certified that this turnover is exclusively for print media, and does not include outdoor advertising through hoarding/panels etc., and electronic media.
10. Copy of the Memorandum of Articles of Association/Partnership Deed/Proprietorship Deed/Certificate of Incorporation (in case of company) etc., attested by Chartered Accountant of the Advtg. Agency must be attached with the application without fail. **Franchise is not permitted and application submitted by franchisee will not be entertained.**
11. The Advtg. Agency must have full accreditation by the Indian Newspaper Society for the last 5 years without any break. INS accreditation certificates must be attached. Accreditation must be full. Provisional accreditation will not be accepted. In case INS accreditation certificate is not readily available a self attested certificate indicating full accreditation by the Indian Newspaper Society must be submitted.
12. The Advertising Agency must have a full-fledged office functional at Delhi **continuously for the last five years** i.e from June, 2008 with sufficient telephone numbers – both fixed and mobile, fax number, and e-mail, to be contacted even after office hours. Delhi office must have staff and equipments like computers support to take up design, art work, and design distribution. Details of offices located in Delhi and other cities (address, phones – both fixed and mobile, faxes and e-mail). List of all other electronic equipments including number of computers and software available in advertising agency's office must be attached with application. Copies of Original bills of such equipments including computers and softwares (including licence for software) duly attested by Chartered Accountant must also be attached.
13. Advtg. Agency's office in Delhi at present must be in an Area / Building authorised for running Advtg. Agency. The Advtg. Agency will have to attach a declaration to the effect, that its Delhi office is located in an area/building authorised for running Advtg. Agency. In case of incorrect declaration the application/empanelment of the Advertising Agency will be rejected /cancelled.
14. List of clients, as on 01-05-2013, with dates from and to regarding period of engagement, must be attached with the application, duly certified by Chartered Accountant. The engagement with an agency for period less than one year will not be reckoned for evaluation.
15. Advertising Agency will have to submit alongwith application, One Art works (each in Black & White and coloured options) in A-4 size, in Hindi and English languages, on the below mentioned theme:

**“DFCC- a catalyst to ecology and industry”**
16. The Advertising Agency will also have to submit an art-pull for the given material (enclosed with this form in Annexure – III (A&B)) i.e. one each in Hindi and English language. Material in English must be typeset in (6) point font size whereas Hindi language material must be typeset in (7) point font size. This should demonstrate ability to bring in space economy without compromising legibility.

17. The Advertising Agency should select two display advertisements, which it considers as their best, and must attach their copies with the application, along with the date of publication, names of the newspapers/periodicals, and respective release orders of the client. These advertisements must have been issued after 31<sup>st</sup> March 2009, and testimonials from the clients of these advertisements must be attached with the application. Advertisements without client testimonials from Marketing/PR departments/Chief Executive will not be considered.

18. The advertisement agency should submit one design and print work (logo / calendar / brochure / house journal etc) which it considered as its best and attach it with application. This work should have been done after 31-03-2009 and testimonials from the client of this work are attached.

19. The list of the professionals on rolls with Advertising Agency's Delhi office, mentioning their name, designation, academic and professional qualifications and length of service with the agency should be mentioned. This statement must be attested by Chartered Accountant.

20. Software with the Advertising Agency must be original and attested copy of original Bills and Licence thereof must be attached with the application. In case of software companies which do not issue Licence, attested copies of Original Bills must be attached. Details of computers and other electronic/sophisticated gadgets must be attached with the application along with the documentary evidence in support thereof. All documents must be attested /certified by Chartered Accounts.

21. Internet connections must be in the name of Advertising Agency and attested copy of the documentary proof thereof must be attached with the application.

22. Documentary evidence of functioning of Advtg. Agency's full fledged office in Delhi **Continuously for the last 5 years i.e from June, 2008,** i.e. Telephone Bills/Electric Bills/rental receipts **especially Delhi service tax number and documents,** attested photocopies must be attached alongwith the application.

23. Advertising Agency must have In-House/contractual English, **Hindi, Urdu, Gujarati, Marathi, Bengali and Gurmukhi (Punjabi)** translators and copywriters. Attested copy of Documentary evidence thereof for the last three years must be attached with the application.

**Post empanelment –**

24. The successful Advertising Agency will have to submit security deposit of Rs. 10,00,000/- (Rupees Ten Lakhs only) before the issue of the letter of empanelment for the due and satisfactory fulfilment of the terms and conditions. The security deposit will be refunded on satisfactory working/completion of the empanelment period. The security deposit should be submitted in the form of fixed deposit receipt of any Nationalised Bank in favour of 'Dedicated Freight Corridor Corporation of India Ltd.'.

25. The successful applicant will have to execute an agreement (a specimen copy of which is attached with these terms and conditions as extra pages Annexure-IV) on non-judicial stamp paper worth Rs. 100/- and attested by Notary Public/Oath Commissioner/First Class Magistrate. The cost of the stamp duties for the execution of the agreement will be borne by the Advtg. Agency.

26. The duration of the empanelment will be for a period of one year, extendable to 2 years, subject to satisfactory performance from the date of issue of the letter of empanelment.

27. DFCC reserves right to terminate the panel/empanelment of any of the empanelled Advertising Agency/all the Advertising Agencies empanelled at any time before expiry of the empanelment period without assigning any reason by giving one month's notice.

28. DFCC can also terminate the empanelment of any Advertising Agency at any time for not fulfilling any of the terms and conditions including special conditions. The Advertising Agency shall not be entitled for any damage or compensation by reason of such termination. In such cases where penalty, as decided by the Authority, is levied, this penalty will be deducted from the security deposited in case of non payment.

29. All disputes related to empanelment, operation of the panel or any other dispute will be subject to the jurisdiction of courts at Delhi only.

**30. Arbitration Clause:** In the event of any dispute or difference arising out of agreement (for where provision does not exist in this agreement) shall be referred to Dedicated Freight Corridor Corporation of India Ltd., New Delhi or his nominee, who shall be an Officer of DFCC, to act on his behalf and the decision of Dedicated Freight Corridor Corporation of India Ltd., or the person so appointed, shall subject to the provision of the "Indian Arbitration and Cancellation Act 1996" and amendments made therein, be final, conclusive and binding upon the parties to this agreement. The sole Arbitrator so appointed shall publish the award on all matters referred to arbitrator indicating therein, the break-up of the sums awarded separately on even individual terms of dispute.

#### **Work procedure**

31. The person authorised on behalf of Applicant Advertising Agency must affix seal and sign each and every page of the application, terms and conditions, and all documents submitted (in addition to verification/attestation, if required).

32. The Advertising Agency shall release the advertisements only to the publications indicated in the Release Orders issued by the Dedicated Freight Corridor Corporation of India Ltd.

33. The Advertising Agency shall ensure that the DFCC advertisements appear in the specified newspapers in a conspicuous and impressive manner while occupying minimum space.

34. The Advertising Agency shall undertake designing, type setting, art work, preparation of block and matrix as well as art pulls required for release of advertisement, free of cost / without any charges payable by DFCC, irrespective of size of advertisement, or number of newspapers to which display advertisement is to be released.

35. It is made clear that no incidental charges of any nature will be payable by DFCC, to cover any such cost incurred by the Agency during the process of receipt / execution of release orders issued by DFCC.

36. The Advertising Agency shall also ensure that advertisements are published in time, as stipulated in Release Orders and if not stipulated, it should be published in the newspapers immediately without loss of time at any stage. It should be properly positioned and correctly

reproduced as per DFCCIL's order copy. In case of late publication of the advertisements after stipulated period / date, it will be the discretion of DFCC to impose penalty and / or disallow partial / total payment.

37. The Advertising Agency will be bound to obtain acknowledgement from the newspapers of the timely delivery of advertisement material and release order. Photocopy of the acknowledgements should be kept in record as proof so that it could be ascertained that the agency has efficiently arranged to deliver the advertisement material/RO to all the newspapers, in time, in case of dispute. Any laxity in regard to non-deliverance or late delivery of Ad material or Release Order will be viewed very seriously.

38. In case, any portion of the advertisement matter as contained in this office's release is not clearly understood, the Advertising Agency shall immediately obtain a clarification, ensuring that there is no mistake, and this process should not delay the publication of the advertisement.

39. In case there is an error in publication of the advertisements as compared to advertisement's text approved by this office, the Advertising Agency shall arrange to publish the corrigendum immediately, under advice to this office, at its own cost. No bills should be raised to DFCC and DFCC will not pay any charges what-so-ever for publication of the corrigendum.

40. The Advertising Agency will ensure that the language of Advertisements published in the newspapers should be the same as the language of the newspapers until & unless specially instructed by the DFCC in the Release Order.

41. All the display advertisement's layouts and classified advertisements as designed by the Advtg. Agency will be subject to approval by DFCC, prior to release to the newspaper. Size of advertisements should be got approved by DFCC and bills should be claimed strictly in accordance with the specifications / design approved.

42. All the layouts including design and art work of the display advertisements will be strictly subject to approval by DFCC prior to release for publication in the Daily Newspapers & periodicals. Translation in newspaper's language and proof reading will be the total responsibility of the Advtg. Agency.

**Rate of payments, billing etc. -**

43. The Advtg. Agency shall charge current DAVP approved rates / commercial rates as applicable to the advertisement being published. The Advtg. Agency will obtain written approval from DFCC in advance, prior to publication or advertisement regarding applicability of DAVP/Commercial rates.

44. Within 30 days of the release order, the Advtg. Agency will prepare computerised bills alongwith tear sheets of newspapers containing published advertisements and will be solely responsible for raising correct Advtg. Bills in all respects. A certificate to the effect mentioned below will have to be endorsed on all the bills.

- (i) All the bills received from the newspapers have thoroughly been checked and found correct in all respect.
- (ii) The amount charged by the newspapers has been checked in respect of applicable DAVP /commercial rates and found correct.
- (iii) The advertisement published by the newspapers has been checked and found correct.



- (iv) The advertisement against respective Release Order has been published in that very insertion/edition of the newspapers as specified in the Release Order and media plan issued by DFCC.
- (v) Our advertising Bill (The Advtg. Agency's bill) in question has thoroughly been checked and is correct in all respect, even if, later any discrepancy is detected the agency will undertake corrective measures, including reimbursement of excess charges immediately. The bill must be raised for the complete release orders. Bills not accompanied with tear sheets of the newspapers containing published advertisement will not be honoured.

45. The DFCC, reserves the right to disallow a part or full payment against any bill, if any of the general or special conditions, is violated.

46. In case of unavoidable circumstances, the Advtg. Agency may submit supplementary bills in respect of advertisement charges against one release order.

47. If DAVP reduces / lowers advertising rates of a publication and the Advertising Agency comes to know about lowered rates later on, after claiming the original bill which the Advertising Agency has happened claim at higher rates, it will be the sole responsibility of the advertising agency to adjust the excess paid amount from future bills of the publication if possible, failing which it will be responsibility of the Advtg. Agency to deposit the excess paid money in DFCC's account.

48. The Advertising Agency will also maintain all the records of timely/delayed receipt of the advertisement bills from the newspapers and payments received from DFCC, so that in case of any complaint received from newspapers, it may be examined thoroughly by DFCC.

49. The Advertising Agency will have to submit final Advtg. Bills, positively within 30 days from the date of publication of the advertisement. DFCC will make payment as per this bill, after due check, submitted alongwith proof of published advertisement. The Advtg. Agencies will deal in all matters with the newspapers at their level in respect of payments and DFCC will have no liability and / or responsibility in this regard.

50. After publication of the advertisement, the Advtg. Agency will have to arrange the payment of advt. bills of the newspapers pertaining to publication of DFCC's advertisements regularly as per INS rules, failing which empanelment of Advtg. Agency may be cancelled and security money forfeited.

51. All the payments being released to respective newspapers must be sent positively on or before due date as per INS guidelines.

#### **Other Terms and Conditions –**

52. The Advtg. Agency shall render free service to DFCC, in regard to collection of advertisement materials from DFCC, despatch of designs and layouts to newspapers, copy of published advertisements in newspapers etc. deputing its executives/staff frequently as required.

53. DFCC also reserves the right to get Advt. designed as well as release any advertisement directly to the newspapers or through any Advertising Agency not borne on the panel, at any time.

54. DFCC also reserves the rights for release of any advertisement from any Advtg. Agency on the panel.

55. DFCC also reserves the right to use the logo, design, layout etc. prepared by any Advtg. Agency for releasing advertisements directly or through any other Advertising Agency or any other source as deemed fit by this organisation without Advtg. Agency's consent, which designed the advertisement.

56. The Agency will have to ensure compliance with copyright, patents and other intellectual Property laws, in all materials, including art work/design, supplied by them. The Advtg. Agency will be completely liable in all such cases, and no liability shall lie with DFCC.

57. Whenever required, the Advtg. Agency shall have to accept and get advertisement published at a very short margin of time in specified newspapers on a specified date as indicated by the DFCC.

58. DFCC or its representatives have all rights to inspect Advtg. Agency's premises during office hours and any record connected with the working related with DFCC.

59. Advertisements material taken, after type setting/designing should be submitted on the same day for approval by DFCC.

60. Release Orders will be issued after approval of the type set material / design.

61. It is the responsibility of the Advtg. Agency to ensure that correct and readable advertisement is published. Advtg. Agency must not accept newspapers Advtg. Bill for incorrect/not legible ads published by the newspapers. Exact bills should be sent back to newspaper with reasons for not accepting the bill. Copy of letter should also be sent to DFCC for information.

62. DFCC reserves the rights to add, delete or revise any of these conditions, and also include special conditions as new ones, as and when required.

63. DFCC reserves the right for deduction of the DFCC's dues from empanelled Advtg. Agency's security amount on the following grounds:

- i) Any amount imposed as penalty/fine in default of any work, which will not exceed the cost of work. The penalty amount will be in addition to the amount withheld in bill related with work.
- ii) Any amount which DFCC becomes liable to pay the Govt. / third party on behalf of any default of the empanelled agencies or any servant/agent.
- iii) Any payment/fine made under the order/judgement of any court consumer forum of Law enforcing agency or any person working on behalf of the same.

64. The empanelled Advtg. Agencies shall reimburse the security deposit to the extent the said amount is deducted as fine within 15 days period failing which it will be considered and treated as breach of the agreement.

65. If an Agency fails to release and publish the advertisement within the specified time limit as stipulated by the Dedicated Freight Corridor Corporation of India Ltd. (DFCC) or the advertisement in question is published on a later date, the DFCC will have every right to impose a penalty on the Advtg. Agency and the amount as decided, will be deducted from the bills of the Advtg. Agency / security deposit.

66. Cost of application form is Rs.10,000/-. In case the application form for empanelment is downloaded from DFCCIL website (www.dfccil.org & www.dfcc.in) and used as application then a Bank Draft worth Rs.10,000/- (Rupees ten thousand only) drawn on Nationalised/Scheduled Bank drawn in favour of DFCCIL payable at New Delhi must necessarily be submitted with the application form. If the Bank Draft worth Rs.10,000/- is not submitted along with application then application will be rejected/will not be considered.
67. The agency would also be required to deal with the following activities:  
(ii) Issue press releases and rejoinders in all types of media without any charges.  
(iii) Arranging coverage and interviews by print, electronic and other media without any charges.
68. The selection criteria shall be as follows:

Criteria	Marks
Professionals on roll in Delhi Office duly certified by Agency's CA. <b>(Marks will not be awarded if not certified by CA)</b>	10
Clientele (as on 01.5.2013 ) with period of Association	
(A) Govt organisations	5
(B) Private organisations	5
(C) Five longest period of association with clients	5
2 Best Ad released after 31.03.2009	10
1 best print & design work done after 31.03.2009	10
Single release orders worth Rs.1 Crore or above for print media advertisement executed after 31.03.2009	10
DFCC related art work	20
Tender related typesetting	15
<b>Total Marks</b>	<b>90</b>

All the eligible and valid applications shall be assessed on the basis of the above criteria and ranked in accordance with the marks obtained.

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DEDICATED FREIGHT CORRIDOR CORPORATION OF INDIA LIMITED  
(A GOVERNMENT OF INDIA ENTERPRISE)  
MINISTRY OF RAILWAYS  
INDIA

**INVITATION FOR EXPRESSION OF INTEREST**  
**(Not for shortlisting purpose)**

**01 October, 2011**

Country: India  
Project: Dedicated Freight Corridor  
EOI No.: EOI/2011/DFC/Track & OHE Maintenance

**Maintenance Contract :**

**MAINTENANCE OF RAILWAY TRACK AND ELECTRICAL OVER HEAD EQUIPMENT (OHE) ON DEDICATED FREIGHT CORRIDOR (DFC).**

1. Ministry of Railway (MOR), Government of India has planned to construct Dedicated Freight Corridors covering about 3,300 route-kms on two corridors, Eastern Corridor from Ludhiana (Sahnewal) to Sonnagar/ Dankuni and Western Corridor from Jawaharlal Nehru Port, Mumbai to Tughlakabad/Dadri near Delhi along with inter-linking of the two corridors at Dadri. Dedicated Freight Corridor Corporation India Limited (DFCCIL) is a Special Purpose Vehicle created by the Government of India to implement and operate the Dedicated Freight Corridors.
2. The Dedicated Freight Corridor (DFC) Project entails construction of double line electrified track with 2 x 25 kV AC, 50 Hz. Overhead Catenary system capable of operating at a maximum train speed of 100 kmph. The track structure will be provided for handling 25 ton axle load initially and 32.5 ton axle load eventually.
3. The Western Corridor of DFC project covers route length of 1477 km (JNPT – Ahmedabad – Palanpur – Rewari – Asaoti – Dadri) with 35 junction and crossing stations. The entire length will be double line railway track. The Western DFC is scheduled for commissioning in March 2017.
4. The Eastern Corridor covers route length of 1839 km (Ludhiana – Khurja – Kanpur – Mughalsarai – Sonnagar – Dankuni). The entire length will be double line railway track except Khurja – Ludhiana which will be a single line section. The Eastern DFC is scheduled for commissioning in December 2016.
5. DFCCIL intends to decide modalities for outsourcing of maintenance (both planned and need based) of Railway Track and OHE for the entire length of Eastern and Western Freight Corridor. The options are:
  - (i) Carrying out the maintenance work with **DFCCIL owned machines** by giving labour contract based on the annual scope of maintenance work. The contract will include operation (including fuel) and maintenance of machines.

- (ii) Carrying out the maintenance work with **Contractor owned machines** in lieu of output. The contract will include operation (including fuel) and maintenance of machines.
- (iii) Complete outsourcing of maintenance activity for maintaining the assets (track and OHE) to predefined quality standards.
- (iv) Any other model as suggested by the firm.

6. Tentative salient features of the maintenance contract are:

**6.1 Scope of work:** The scope of work will include planned maintenance work and need based maintenance work. The scope of planned maintenance will be decided as per the maintenance strategy of DFCCIL combined with the model adopted for maintenance. The activities included in the scope of work are:

- (i) Track Surfacing (Tamping, Regulation and Stabilizing) including pre and post tamping works
  - On plain track
  - On points and crossings
- (ii) Rail grinding
- (iii) Deep Screening of Ballast
- (iv) Shoulder Ballast Cleaning
- (v) USFD of rail and welds
- (vi) Live monitoring of OHE
- (vii) Recording of OHE parameters off-line and maintenance of OHE
- (viii) OHE Breakdown Attention

**6.2 Customer (DFCCIL) to provide:**

- (i) Land with railway track for setting up a depot for machine maintenance, repair and overhaul.
- (ii) Railway sidings for stabling the machines close to the work sites.
- (iii) Fixed duration traffic block for machine working.

7. **This EOI is not for shortlisting the contractors.**

8. DFCCIL intends to explore the available market for outsourcing of maintenance work. The intention of inviting this EOI is to find out resource firms who can carry out maintenance of railway track and OHE as per the tentative suggested modalities discussed in para 5 above or any other scheme/ alternative/ model suggested by them.

9. DFCCIL now invites contractors to indicate their interest in providing the services as indicated above. Interested institutions/firms are invited to submit their proposals for providing the desired services. The contractors must provide all the information mentioned in Annexure-I.

10. Submission of EOI will be followed by discussion/ presentation from the eligible contractors to conceptualize the available options and to finalize strategy.

11. Proposals of EOI will be accepted at the address mentioned below only by Speed Post/Courier/By hand on or before the closing date i.e. **14.12.2011** up to 1500 Hours (IST). EOI received before this stated time and date only shall be considered.

Mr. Neeraj Agrawal  
Position: GM/Civil  
Room No. 504  
5th Floor, Pragati Maidan Metro Station Building,  
New Delhi – 110001, INDIA  
Tel: +91-11-2337-9855, Fax : +91-11-2345-4812  
e-mail: nagrawal@dfcc.co.in

12. Interested Applicants may obtain further clarification from the address given above, from 11:00 to 17:00 hours (Indian Standard Time) on working days.
13. The Expression of Interest should be submitted in a sealed envelope clearly marked as **“Expression of Interest for MAINTENANCE OF RAILWAY TRACK AND ELECTRICAL OVER HEAD EQUIPMENT (OHE) FOR DEDICATED FREIGHT CORRIDOR”**.

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**Information to be provided along with Expression of Interest**

1. Technical and Financial proposals outlining the approach and methodology to be followed by the Applicant
2. Company Brochures
3. Profile of the Company (please provide not more than two page note including year of establishment, type of business of the company, experience of railway track and OHE maintenance works etc.)
4. Annual Turnover of Company for Maintenance of Railway Track and OHE for Last Five Financial Years.
5. The background and experience of your firm (and, if any, associated firms) including a list of past ten years and present work of a nature similar to the proposed modalities of maintenance. Following details for each similar assignment<sup>1</sup> must be provided:
  - a) Name of Work.
  - b) Name of client
  - c) Country (where work is executed) d) Track Length of Railway Line for which maintenance services provided.
  - e) Brief description of scope of assignment.
  - f) Components of assignment
  - g) Award Date
  - h) Completion Date (if not completed, percentage of work completed so far and likely date of completion)
  - i) Contract cost
  - j) If executed in JV, % participation
  - k) Funding of the Project- Government, Multilateral /Bilateral (Name of Funding agency to be indicated), any other source (details to be provided).
6. Staff strength of the company/ firm (There is no need to provide CV of staff at this stage).
7. Any other information applicant may like to submit.

-----(End of Document)-----



**डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ इंडिया लिमिटेड  
भारत सरकार का उपक्रम (रेल मंत्रालय)**

**विशिष्ट प्रापण सूचना**

पूर्व अर्हता हेतु निमंत्रण

**01.10.2012**

**देश: भारत**

**परियोजना का नाम: पूर्वी डेडीकेटेड फ्रेट कोरीडोर**

**कार्य का शीर्षक और संक्षिप्त विवरण:** अनुबंध पैकेज 201 एवं 202 – पूर्वी डेडीकेटेड फ्रेट कोरीडोर के मुगलसराय-न्यू भऊपुर खण्ड (अनुमानित 402 रूट कि०मी०) के लिए दोहरी रेल लाइन के लिए सिविल, संरचनात्मक और ट्रैक वर्क्स का डिजाइन और निर्माण, जिसमें तटबंधों/कटिंग्स तैयार करना, फार्मेशन पर ब्लास्ट, ट्रैक वर्क्स, पुलों, संरचनाओं, भवनों, यार्डों संबंधी कार्य, भारतीय रेलवे की वर्तमान प्रणाली के साथ जोड़ना और डिजाइन-निर्माण एकमुश्त आधार पर परीक्षण एवं कमीशनिंग शामिल है। ऋण सं० - अभी आबंटित होना है यह पूर्व अर्हता इस परियोजना के लिए आम प्रापण सूचना के उपरांत है जो कि 02-010-2012 को इंटरनेशनल बिजनेस में ऑनलाइन प्रकाशित की गई थी। भारत सरकार, रेल मंत्रालय ने इंटरनेशनल बैंक फॉर रीकंस्ट्रक्शन एंड डेवलपमेंट (आइबीआरडी)/इंटरनेशनल डेवलपमेंट एसोसिएशन (आइडीए) से ऋण के लिए आवेदन किया है और वह अनुबंध पैकेजों 201 और 202 – पूर्वी डेडीकेटेड फ्रेट कोरीडोर के मुगलसराय-न्यू भऊपुर खण्ड (अनुमानित 402 रूट कि०मी०) के लिए दोहरी लाइन रेल के लिए सिविल, संरचनात्मक और ट्रैक वर्क्स का डिजाइन और निर्माण, जिसमें तटबंधों/कटिंग्स तैयार करना, फार्मेशन पर ब्लास्ट, ट्रैक वर्क्स, पुलों, संरचनाओं, भवनों, यार्डों संबंधी कार्य, भारतीय रेलवे की वर्तमान प्रणाली के साथ जोड़ना और डिजाइन-निर्माण एकमुश्त आधार पर परीक्षण एवं कमीशनिंग शामिल है, के लिए अनुबंध के तहत भुगतान हेतु इस ऋण के आगे के हिस्से के लिए आवेदन करना चाहता है।

डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ इंडिया लिमिटेड नीचे दिये गये विवरणानुसार अनुबंध पैकेजों 201 और 202 के लिए ठेकेदारों और/या फर्मों को पूर्व अर्हता प्रदान करने का इच्छुक है। बोलियों के लिए आमंत्रण जुलाई 2012 में जारी किये जाने की आशा है। पूर्व अर्हता विश्व बैंक के दिशानिर्देश आइबीआरडी ऋणों और क्रेडिटों का प्रापण, जनवरी 2011 में विनिर्दिष्ट प्रक्रियाओं के जरिए संचालित की जाएगी, और दिशानिर्देशों में यथा परिभाषित, पात्र स्रोत देशों से सभी बोलीदाताओं के लिए खुली है। सिविल, संरचनात्मक और ट्रैक वर्क्स अनुबंध 201: पूर्वी डेडीकेटेड फ्रेट कोरीडोर के मुगलसराय-न्यू करछना स्टेशन (सहित) (अनुमानित 172 रूट कि०मी०) के लिए दोहरी रेल लाइन के लिए



सिविल, संरचनात्मक और ट्रैक वर्क्स का डिजाइन और निर्माण, जिसमें तटबंधों/कटिंग्स तैयार करना, फार्मेशन पर ब्लास्ट, ट्रैक वर्क्स, पुलों, संरचनाओं, भवनों, यार्डों संबंधी कार्य, भारतीय रेलवे की वर्तमान प्रणाली के साथ जोड़ना और डिजाइन-निर्माण एकमुश्त आधार पर परीक्षण एवं कमीशनिंग शामिल है। सिविल, संरचनात्मक और ट्रैक वर्क्स अनुबंध 202: पूर्वी डेडीकेटेड फ्रेट कोरीडोर के न्यू करछना स्टेशन (छोड़कर)- न्यू भाऊपुर स्टेशन (छोड़कर) (अनुमानित 229 रूट कि०मी०) के लिए दोहरी रेल लाइन के लिए सिविल, संरचनात्मक और ट्रैक वर्क्स का डिजाइन और निर्माण, जिसमें तटबंधों/कटिंग्स तैयार करना, फार्मेशन पर ब्लास्ट, ट्रैक वर्क्स, पुलों, संरचनाओं, भवनों, यार्डों संबंधी कार्य, भारतीय रेलवे की वर्तमान प्रणाली के साथ जोड़ना और डिजाइन-निर्माण एकमुश्त आधार पर परीक्षण एवं कमीशनिंग शामिल है। आवेदक बहु-उद्देशीय अनुबंधों के लिए पूर्व अर्हता प्राप्त कर सकते हैं। इच्छुक पात्र आवेदक नीचे दिये गये पते पर डेडीकेटेड फ्रेट कोरीडोर कार्पोरेशन ऑफ इंडिया लिमिटेड के कार्यालय से आगे सूचना और पूर्व अर्हता दस्तावेज कार्यालय समय के दौरान अर्थात् 09:30 से 18:00 बजे तक प्राप्त कर सकते हैं।

इच्छुक आवेदक अंग्रेजी में पूर्व अर्हता दस्तावेज का एक पूर्ण सेट नीचे दिये गये पते से एक लिखित आवेदन और रू० 1000/- अथवा 200 अमरीकी डॉलर्स का भुगतान प्रस्तुत करके क्रय कर सकते हैं। भुगतान नई दिल्ली में देय डेडीकेटेड फ्रेट कोरीडोर कार्पोरेशन ऑफ इंडिया लिमिटेड के पक्ष में जारी डिमांड ड्राफ्ट या बैंकर्स चैक के जरिये किया जाएगा। दस्तावेज डाक/कोरियर से भेजा जाएगा जिसके लिए अंतर्देशीय सुपुर्दगी के लिए रू० 1000/- और विदेशों लिए रू० 5000/- अथवा 100 अमरीकी डॉलर्स के अतिरिक्त प्रभार का भुगतान ऊपर बताए अनुसार फीस के साथ किया जाएगा। वैकल्पिक तौर पर पूर्व अर्हता दस्तावेज डीएसीसी वेबसाइट [www.dfccil.org](http://www.dfccil.org) से डाउनलोड किया जा सकता है। यदि दस्तावेज वेबसाइट से डाउनलोड किया जाता है, आवेदक को ऊपर किये गये उल्लेख अनुसार रू० 10000/- या 200 अमरीकी डॉलर्स का अप्रतिदेय शुल्क अवश्य जमा कराना चाहिए अन्यथा आवेदन-पत्र को सरसरी तौर पर ही नामंजूर कर दिया जाएगा। पूर्व अर्हता के लिए आवेदन पत्र मुहरबंद लिफाफे में प्रस्तुत किये जाने चाहिए और ये नीचे दिये गये पते पर 29-03-2012 को 15:00 बजे तक प्रस्तुत किये जाने चाहिए और लिफाफे पर निम्नलिखित का स्पष्ट उल्लेख करना चाहिए “पूर्वी डेडीकेटेड फ्रेट कोरीडोर के मुगलसराय-न्यू भऊपुर खण्ड (अनुमानित 402 रूट कि०मी०) ) के लिए दोहरी रेल लाइन के लिए सिविल, संरचनात्मक और ट्रैक वर्क्स का डिजाइन और निर्माण, जिसमें तटबंधों/कटिंग्स तैयार करना, फार्मेशन पर ब्लास्ट, ट्रैक वर्क्स, पुलों, संरचनाओं, भवनों, यार्डों संबंधी कार्य, भारतीय रेलवे की वर्तमान प्रणाली के साथ जोड़ना और डिजाइन-निर्माण एकमुश्त आधार पर परीक्षण एवं कमीशनिंग शामिल है” डीएफसीसीआईएल अजय कुमार, समूह महाप्रबंधक/क्रय/ईसी कमरा नंबर 501, 5वां तल, प्रगति मैदान मेट्रो स्टेशन बिल्डिंग काम्प्लैक्स, नई दिल्ली-110001 टेली 91-11-23454701 ई-मेल [ajaykumar@dfcc.co.in](mailto:ajaykumar@dfcc.co.in) वेबसाइट [www.dfccil.org](http://www.dfccil.org)

**जीजीएम/प्रापण/ईसी**

(1)

**Release of Advertisement in Newspapers on behalf of Dedicated Freight Corridor Corporation of India Ltd.**

**AGREEMENT**

1. Agreement No. \_\_\_\_\_ dated \_\_\_\_\_ articles of agreement made this \_\_\_\_\_ day President of India acting through the Secretary, Dedicated Freight Corridor Corporation of India Ltd., New Delhi (hereinafter called the Authority which expression shall, unless the context does not so admit to include his successor and assignees in office) of the one part and M/s. \_\_\_\_\_ (hereinafter called the Agency which expression shall unless excluded by the context includes his heirs, executors, administrators, successors and assigners) of the other part.
2. Whereas the Agency has agreed with the Authority for the release of advertisement for publication in newspapers on behalf of DFCC as per the terms and conditions including special conditions mentioned in the application.
3. Now, this indentures witness that the Advtg. Agency will duly perform the said works in the said schedules setforth and shall execute the same with utmost promptness, care and accuracy in a workman like manner to the satisfaction of the Authority for the period of empanelment from the date mentioned above and will fulfil and keep all the conditions mentioned in the application read alongwith the attached Terms and Conditions (which shall be deemed and taken to be part of this contract as if the same had been fully set forth herein) except by the contract terminated earlier, as per para No. 26 & 27 of the Terms and Conditions of the application.

In witness whereof, the parties hereon to have put their hands and signatures on the day and year first above written.

Signature of the authorised signatory  
of Advtg. Agency

For and on behalf of the President of India

Witness to the Signature & Address Witness:

- 1.
- 2.