

PART-III
CHAPTER-I

MILESTONES AND TIME
SCHEDULE

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CHAPTER - I

MILESTONES AND TIME SCHEDULE

1.1.1 Time Schedule:

1.1.1.1 Time of start and completion:

The time allowed for execution of the works is **12 (Twelve Months)** from the date of issue of letter of acceptance from DFCCIL.

If the contractor commits defaults in commencing execution of the works as afore stated, DFCCIL shall without prejudice to any other right to remedy, be at liberty to forfeit fully the Earnest Money Deposit and performance guarantee of the contractor.

1.1.1.2 Progress of works:

The contractor shall submit a programme of work in the form of a Bar Chart of all the activities in consistence with milestone target envisaged below. In case this bar chart requires to be modified, the DFCCIL and the contractor shall agree upon a time and progress chart. The chart shall be prepared in direct relation to the time stated as **12 months** for the completion of the works as the milestone targets specified below of these special conditions. It shall indicate the forecast of the dates of commencement and completion of various activities of the work and may be amended as necessary by agreements between the DFCCIL and the contractor within the limitation of **12 months** as overall completion period.

PART-III

CHAPTER-II

TENDER FORMS

TENDER FORMS

FORM No. SUBJECT

Form No. 1	Offer Letter
Form No. 1B	Format for Certificate to Be Submitted / Uploaded by Tenderer Alongwith The Tender Documents
Form No. 2A/2AA	Technical Eligibility Criteria Details
Form No. 2B	Financial Eligibility Criteria Details
Form No. 2C	Bid Capacity
Form No. 2D	Applicant's Party Information Form
Form No. 3	Summary of Prices
Form No. 4	Schedule of Prices and Total Prices
Form No. 5	Contract Agreement
Form No. 6	Format of Bank Guarantee for performance security
Form No. 7	Standing indemnity bond for on account payment
Form No. 7A	Indemnity Bond
Form No. 8	ECS / NEFT / RTGS Mandate form
Form No. 9	Draft MOU for Joint Venture Participation
Form No.10	Format of JV Agreement
Form No.11	Pro-forma of Participation from each partner of JV
Form No.12	Format for Power of Attorney for authorized signatory of JV Partners
Form No.13	Format for Power of Attorney to lead partner of JV
Form No. 14	Proforma for Time Extension
Form No. 15	Certificate of Fitness
Form No. 16	Proforma of 7 days Notice for works as a Whole/In Parts
Form No. 17	Proforma of 48 Hours Notice for Whole Work
Form No. 17A	Proforma of 48 Hours Notice for Part of the Work

CGM/DFCCIL/NOIDA UNIT/Interior Fitout works for DFCCIL C. O. Building/Sec-145 Noida/2022/01

Form No. 18	Proforma of Termination Notice
Form No. 18A	Proforma of Termination Notice for Part of Work
Form No. 19	Pre-Contract Integrity Pact
Form No. 20	Final Supplementary Agreement
Form No. 21	Format of Bank Guarantee for Security Deposit
Form No. 22	Format for Power of Attorney for Authorized representative
Form No. 23	No deviation Certificate
Form No.24	GUARANTEE BOND for water proofing works/Anti Termite Treatment Works
Form No.24A	GUARANTEE BOND for Lighting System & LV System
Form No.25	Agreement Towards Waiver Under Section 12(5) and Section 31A (5) of Arbitration and conciliation Amendment Act
Form No.26	Certification by Arbitrator appointed under Clause 63 & 64 of Indian Railways General Conditions of Contract

OFFER LETTER

Tender No: CGM/DFCCIL/NOIDA UNIT/Interior Fitout works for DFCCIL C. O. Building/Sec-145 Noida/2022/01

Name of Work: Complete Interior Fitout works such as Flooring, Wall & Ceiling finishes, Partitioning, Wood work, Plumbing, Electrical, HVAC, Low Voltage & other ancillary works for under construction DFCCIL C. O. Building complex at Sec-145, Noida.

To,
The Chief General Manager/Noida,
DFCCIL

We, the undersigned, declare that:

1. I/We _____ have read the various conditions to tender attached hereto and agree to abide by the said conditions. I/We also agree to keep this tender open for acceptance for a period of **120 days** from the date fixed for opening the same and in default thereof, I/We will be liable for forfeiture of my/our “Earnest Money”. I/We offer to do the work for DFCCIL, at the rates quoted in the attached schedule and hereby bind myself/ourselves to complete the work in all respects within **12 months** from the date of issue of letter of acceptance of the tender.
2. I/We also hereby agree to abide by the Indian Railways Standard General Conditions of Contract, with all correction slips up-to-date and to carry out the work according to the Special Conditions of Contract and Specifications of materials and works as laid down by DFCCIL in the annexed Special Conditions/Specifications, Schedule of Rates with all correction slips up-to-date for the present contract.
3. A sum of ₹ _____ has already been deposited online as Earnest Money. Full value of the Earnest Money shall stand forfeited without prejudice to any other right or remedies in case my/our Tender is accepted and if:
 - (a) I/We do not submit the Performance Guarantee within the time specified in the Tender document;
 - (b) I/We do not execute the contract documents within seven days after receipt of notice issued by the DFCCIL that such documents are ready; and
 - (c) I/We do not commence the work within fifteen days after receipt of orders to that effect.
4. We have examined and have no reservations to the Bidding Documents, including Addenda;
5. We offer to execute the Works in conformity with the Bidding Documents and within Specified Time
6. We have not been blacklisted/banned neither Bankrupt/Insolvent nor in the process of winding-up nor there is a case pending before any Court on deadline of submission of the Bid in accordance with conditions mentioned in Part-I, Chapter-II (Preamble and General

Instructions to tenderers) of Tender document.

7. If our bid is accepted, we commit to obtain a Performance Guarantee in accordance with the Bidding Documents;

8. If our bid is accepted, we commit to deploy key equipment and key personnel consistent with the requirements of the work.

9. We understand that this bid, together with your written acceptance thereof included in your notification of award/Letter of Acceptance (LOA), shall constitute a binding contract between us, until a formal contract is prepared and executed.

10. All information, statements and description in this bid are in all respect true, correct and complete to the best of our knowledge and belief and we have not made any tampering or changes in the bidding documents on which the bid is being submitted and if any tampering or changes/incorrect information are detected at any stage, we understand the bid will invite summarily rejection and forfeiture of bid security, the contract will be liable to be terminated along with forfeiture of performance security, even if LOA has been issued.

11. I/We undertake and confirm that eligible similar work(s) has/have not been got executed through another contractor on back to back basis. Further that, if such a violation comes to the notice of Department, then I/We shall be debarred for tendering in DFCCIL in future forever. Also, if such a violation comes to the notice of Department before date of start of work, the DFCCIL shall be free to forfeit the entire amount of Earnest Money Deposit/Performance Guarantee.

12. I/We hereby declare that I/We shall treat the tender documents drawings and other records connected with the work as secret/confidential documents and shall not communicate information/derived there from to any person other than a person to whom I/We am/are authorized to communicate the same or use the information in any manner prejudicial to the safety of the State.

13. (a) I/We am/are a Statup firm registered by Department of Industrial policy and Promotion (DIPP) and my registration number is valid upto (Copy enclosed) and hence exempted from submission of Earnest Money.

14. We are a 100% Govt. owned PSUs and hence exempted from payment of Earnest Money.

15. We are a Labour Cooperative Society and our Registration No. is with and hence required to deposit only 50% of Earnest Money.

16. Until a formal agreement is prepared and executed, acceptance of this tender shall constitute a binding contract between us subject to modifications, as may be mutually agreed to between us and indicated in the letter of acceptance of my/our offer for this work.

17. We understand that you are not bound to accept the lowest bid or any other bid that you may receive.

Seal & Signature of Tenderer(s)

Date _____

NameIn the capacity of
.....Signed.....Duly
authorized to sign the Bid for and on behalf of..... Date
.....

FORM No. 1B

FORMAT FOR CERTIFICATE TO BE SUBMITTED / UPLOADED BY TENDERER ALONGWITH THE TENDER DOCUMENTS

*(To be executed in presence of Public notary on non-judicial stamp paper of the value of Rs. 100/-
The stamp paper has to be in the name of the tenderer)*

Tender No: CGM/DFCCIL/NOIDA UNIT/Interior Fitout works for DFCCIL C. O. Building/Sec-145 Noida/2022/01

Name of Work: Complete Interior Fitout works such as Flooring, Wall & Ceiling finishes, Partitioning, Wood work, Plumbing, Electrical, HVAC, Low Voltage & other ancillary works for under construction DFCCIL C. O. Building complex at Sec-145, Noida.

I..... (Name and designation)** appointed as the attorney/authorized signatory of the tenderer (including its constituents), M/s_____ (hereinafter called the tenderer) for the purpose of the Tender documents for the work of _____ as per the tender No._____ of _____(DFCCIL), do hereby solemnly affirm and state on the behalf of the tenderer including its constituents as under:

1. I/we the tenderer (s) am/are signing this document after carefully reading the contents.
2. I/We the tenderer(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.
3. I/we hereby declare that I/we have downloaded the tender documents from Indian Railway website www.ireps.gov.in . I/we have verified the content of the document from the website and there is no addition, no deletion or no alteration to the content of the tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenders, execution of work or final payment of the contract, the master copy available with the railway Administration shall be final and binding upon me/us.
4. I/we declare and certify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
5. **I/We also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us.**
6. **I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.**

7. I/we understand that if the certificates regarding eligibility criteria submitted by us are found to be forged/false or incorrect at any time during process for evaluation of tenders, it shall lead to forfeiture of the tender EMD besides banning of business for a period of upto five year. Further, I/we (insert name of the tenderer) **_____and all my/our constituents understand that my/our offer shall be summarily rejected.
8. I/we also understand that if the certificates submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of EMD/SD and Performance guarantee besides any other action provided in the contract including banning of business for a period of upto five year.

SEAL AND SIGNATURE
OF THE TENDERER

Place:

Dated:

TENDERER'S CREDENTIALS

S. No	Description
1.	For Technical experience/competence , provide details of similar completed work(s) during the last Seven (07) years, ending last day of month previous to the one in which tender is invited in the proforma given in “Form-2A” . The bidder shall attach Certified completion certificates issued by the client in this regard.
2.	For Financial capacity and organizational resources, provide details of contractual payments received in the last three financial years and the current financial year upto the date of inviting of tender as per audited balance sheet duly certified by Chartered Accountant/UDIN Certificate from Chartered Accountant duly supported by Audited Balance Sheet/Form 16A/26AS etc. in the proforma given in “Form-2B” . The bidder shall attach necessary documents in support of the above duly certified by Chartered Accountant.
3.	For Bid capacity provide details of existing commitments and balance amount of ongoing works with tenderer as per the prescribed proforma “Form-2C” for statement of all works in progress and also the works which are awarded to tenderer but yet not started upto the date of inviting of tender. In case of no works in hand, a ‘NIL’ statement should be furnished. This statement should be submitted duly verified by Chartered Accountant.
4	Tenderers should fill the general information about their firm including constitution of the firm in “Form-2D” . Attach certified copies of legal and other documents in support thereof.

FORM No. 2A

TECHNICAL ELIGIBILITY CRITERIA DETAILS

Details of the similar works completed for Govt./Semi-Govt./PSU(as per Para 1.3.14.1 of Preamble and General Instructions to Tenderers)

LOA/ Contract Agreement No. and date Similar Contract No.	
Description of Work Contract Identification	
Contract Amount as per LOA	
Final Executed Amount as per Completion Certificate.	
Date of completion as per LOA	
Actual Date of Completion Completion date	
Whether the work was executed by Firm as single entity or as a Joint Venture or as a consortium.	
Percentage share of firm, if the work was executed as Joint Venture/Consortium	
Client Details: Name of Firm and Contact Person: Address: Mobile, Telephone, fax number: E-mail:	

Note: 1. If the tenderer has completed more than one work, the form shall be numbered as Form - 2A (i), Form 2A (ii) and Form 2A (iii) and so on.

2. The bidder shall attach Certified Completion Certificate for the works issued by the client with Form 2A above.

3. Copy of Work Experience/Completion Certificate, LOA, work order, bill of quantities etc. and copy of final/last bill paid by client shall be enclosed to verify the information given in above Form.

4. In case of JV, the bidder shall attach Certified completion certificates for each member of JV issued by the client as per Para 1.3.19.15.1 of Part-I Chapter-III of the Tender Document.

Signature of the
Tenderer with Seal

TECHNICAL ELIGIBILITY CRITERIA DETAILS

Details of the similar works completed for Public Listed Company (as per Para 1.3.14.1 of Preamble and General Instructions to Tenderers)

LOA/ Contract Agreement No. and date	
Description of Work	
Contract Amount as per LOA	
Final Executed Amount as per Completion Certificate.	
Date of completion as per LOA	
Actual Date of Completion	
Is average annual turnover of the Client Firm is Rs.500 Crore and above in last 3 financial years excluding the current financial year? (Enclose supporting documents)	
Is the Client Firm listed on BSE/NSE or any other Stock exchange in India or abroad or is the client subsidiary of such company? (Enclose supporting documents)	
Is the Client Firm incorporated/ registered at least 5 years prior to the date of opening of tender? (Enclose supporting documents)	
Client Details: Name of Firm and Contact Person: Address: Mobile, Telephone, fax number: E-mail:	

- Note: 1. If the tenderer has completed more than one work, the form shall be numbered as Form - 2AA (i), Form 2AA (ii) and Form 2AA (iii) and so on.
2. The bidder shall attach Certified Completion Certificate for the works issued by the client with Form 2AA above
3. Copy of Work Experience/Completion Certificate, LOA, work order, bill of quantities, bill wise details of payment received duly certified by Chartered Accountant, TDS certificates for all payments received and copy of final/last bill paid by company to be enclosed to verify the information given in above Form.
4. In case of JV, the bidder shall attach Certified completion certificates for each member of JV issued by the client as per Para 1.3.19.15.1 of Part-I Chapter-III of the Tender Document.

Signature of the
Tenderer with Seal

FINANCIAL ELIGIBILITY CRITERIA DETAILS

Each Bidder or each member of JV must fill in this form separately. Name of Bidder/JV Partner-

Details of contractual payments received during the last three financial years and current financial year upto the date of inviting tender.

Year	Value of gross contractual payment received in Rs.
Current Year (2020-2021)	
2019-2020	
2018 – 2019	
2017 – 2018	
Total Contractual Payment Received (Rs.)	

Note: 1. The details should be extracted from the audited balance sheet Certified by the Chartered Accountant or **Form 16-A/Form-26 AS** issued by the Employer/generated through TRACES duly attested by Notary as **defined at Clause 1.3.14.2 of Part-I, Chapter-III of Tender Document.**

2. In case of JV, each member of JV shall attach this certificate duly certified by the Chartered Accountant as per **Para 1.3.15.2 of Part-I Chapter-III of the Tender Document.**

3. Audited Balance Sheet certified by the Chartered Accountant and Form 26AS of each financial year should be enclosed in support of the above.

This is to certify that we are the Chartered Accountant/ Auditors for M/sand the above mentioned contractual payments received is true and correct and this certificate is being issued for bidding purpose for the subject work. My client M/s is the tenderer for the above project.

Sign and Seal of the Chartered Accountant/Auditors

Signature of the

ICAI Registration No.

Tenderer with Seal

UDIN No. of the certificate issued as above.

BID CAPACITY

Name of the Work: Complete Interior Fitout works such as Flooring, Wall & Ceiling finishes, Partitioning, Wood work, Plumbing, Electrical, HVAC, Low Voltage & other ancillary works for under construction DFCCIL C. O. Building complex at Sec-145, Noida.

NIT No: CGM/DFCCIL/NOIDA UNIT/Interior Fitout works for DFCCIL C. O. Building/Sec-145 Noida/2022/01 **DTD:**

ESTIMATED COST PUT TO TENDER: Rs. 1,24,23,05,539/- (Rs. 1,05,28,01,305/- + GST @ 18%)

Bid Capacity: The bidding capacity of the contractor should be equal to or more than the total bid value of the present tender. The available bid capacity shall be calculated by the following formula:

$$\text{Available Bid Capacity} = [A \times N \times 2] - B$$

Where,

A = Maximum value of construction works executed and payment received in any one of the previous three financial years or the current financial year (up to date of inviting tender), taking into account the completed as well as works in progress (to be taken from “**Form-2B**”).

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

B = Value of existing commitments and balance amount of ongoing works with the tenderer to be completed in next ‘N’ years (**Format enclosed as Annexure-A**)

Note: 1. In case of JV, the above statement should be submitted for each member of JV.

2. In case of JV, the arithmetic sum of individual “Bid capacity” of all the members shall be taken as JV’s “Bid capacity” to satisfy this requirement.

**BID CAPACITY CALCULATION
BY BIDDER**

SIGN & STAMP OF BIDDER

ANNEXURE-A

LIST OF EXISTING COMMITMENT AND ONGOING WORKS AND THE WORKS WHICH ARE AWARDED TO TENDERER BUT NOT YET STARTED UPTO THE DATE OF INVITING THE TENDER.

Sr. No.	Name of Work	Client Name & Address	Awarded Value/Latest Assessment value of work depending upon approved variation (in Rs)	Work Executed till Tender submission date (Rs)	Balance Amount of work to be completed (Rs)	Date of Award of work	Completion Date (as approved latest as per EOT)	Balance period to complete the works (Total months)	Work to be completed in 12 months (Rs)
1	2	3	4	5	6=(4-5)	7	8	9=(8-7)	10
Balance Commitments during next 12 months								Rs.	

It is certified that the above particulars furnished are true and correct.

NOTES:

The above statement should be submitted duly verified by Chartered Accountant.

In case of no works in hand, a "NIL" statement should be furnished.

In case the tenderer failed to submit the bid capacity statement along with the offer, their/his offer shall be considered as incomplete and will be liable to be rejected.

Please note that all the columns in above table are to be essentially filled up by the tenderer.

Value in Column-10 will be taken same as Column-6 if existing DOC is within the completion period of this tender i.e. 18 months.

If existing DOC of tabulated works is beyond the DOC of tender under consideration, then Pro-rata amount of total balance amount as shown in column no. 6 will be taken.

All period of time for calculation purpose be round up to number of months to nearest interior

Sign and Seal of the Chartered Accountant/Auditors

Signature of the

ICAI Registration No.

Tenderer with Seal

UDIN No. of the certificate issued as above.

APPLICANT'S PARTY INFORMATION FORM

S. No.	Item	Detail
1	Name of firm.	
2	Constitution of firm (Company/Partnership Firm/Proprietorship firm/LLP/HUF/JV etc.	
3	Name of Authorized Representative of the firm submitting the tender:	
4	Year of Establishment of the firm.	
5	Registered Address: -	
6	Telephone Number & Mobile of the Authorized representative of the firm	
7	E-mail address of the authorized representative	
8	Telefax Number	
9	PAN No:	
10	Goods & Service Tax Registration No:	
11	PF / EPF Registration No:	
12	ESI Registration No.	

Note: 1. Attach supporting documents as mentioned in para 1.3.16 of Part-I, Chapter-III of Tender Document for Item no. 2.

1. Attach latest valid documentary evidence for Item no. 9 to 12.

Tenderer with Seal

Signature of the