



Dedicated Freight Corridor Corporation of India Ltd. (DFCCIL)  
Government of India, Ministry of Railways

Tender No. MGS/08/2018-19/ROB-PMC/SEB-MGS/209

For

Project Management Consultancy (PMC) Services for Construction of  
Road Over Bridges over DFCCIL and IR tracks in Mughalsarai-  
Sonenagar section of East Central Railway

E-TENDER DOCUMENT  
(TECHNICAL BID: PACKET-A)

May-2018

**(Revised: Including Corrigendum No.-1)**

Employer:

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

Under

MINISTRY OF RAILWAYS

CPM OFFICE

Chief Project Manager/MGS, DFCCIL  
2nd Floor, Swarna Complex, Susuwahi,  
(Near Union Bank of India)  
Post-Susuwahi, Thana-Lanka,  
Varanasi -221011 (U.P.)

CORPORATE OFFICE

DFCCIL, 5TH Floor, Pragati Maidan Metro Station Building,  
New Delhi-110001

*VSK Yadav*

Office of the  
**Chief Project Manager**

**DFCCIL**

2nd Floor, Swarna Complex, Susuwahi,  
(Near Union Bank of India)  
Post- Susuwahi, Thana-Lanka,  
Varanasi -221011 (U.P.)

**Tender Document**

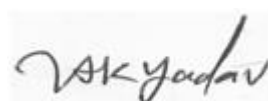
For

**Project Management Consultancy (PMC)  
Services**

Tender for:

**‘Project Management Consultancy Services for Construction of Road Over Bridges (ROBs) over DFCCIL and IR tracks in Mughalsarai- Sonenagar section of East Central Railway’.**

Signature of Tenderer(s)



## TABLE OF CONTENTS

S. No.	Contents	Page No.
	<b>Tender Document</b>	
	Cover Page	1-2
	Table of Contents	3-6
	Disclaimer	7-8
	Glossary	9-10
	Structure of the Tender Document	11
	<b>Tender Document Volume-I</b>	
<b>1</b>	<b>Introduction</b>	
	1.1 Background	13-14
	1.2 The Tender	14
	1.3 Due Diligence by Tenderers	14
	1.4 Availability of Tender Document	14-15
	1.5 Validity of the Tender	16
	1.6 Brief Description of the Selection Process	16-17
	1.7 Currency Conversion Rate	17
	1.8 Pre-Tender visit to the Site and Inspection of Data	17
	1.9 Communications	18
<b>2</b>	<b>Instructions to Tenderers (ITT)</b>	
	2A GENERAL	19
	2.1 Scope of the Tender	19
	2.2 Conditions of Eligibility of Tenderers	19-27
	2.3 Cost of Tender Document	27
	2.4 Site Visit and Verification of Information	27
	2.5 Acknowledgement by Tenderer	27-28
	2.6 Right to Reject Offers	28-29

	2B	DOCUMENTS	29
	2.7	Contents of the Tender Document	29-30
	2.8	Clarification on Tender Document	30
	2.9	Amendment of Tender Document	30
	2C	PREPARATION AND SUBMISSION OF TENDER	30
	2.10	Language	30
	2.11	Format and Signing of Tender	30-37
	2.12	Technical Offer	37-39
	2.13	Financial Offer	39-40
	2.14	Submission of Tender	40-41
	2.15	Tender Submission Date	41
	2.16	Late Tenders	41
	2.17	Modifications/ Substitution & Withdrawal of Tenders	42-43
	2.18	Earnest Money Deposit	42-43
	2D	EVALUATION PROCESS	43
	2.19	Opening and Evaluation of Tenders	43-44
	2.20	Confidentiality	44-45
	2.21	Test of Responsiveness	45
	2.22	Clarification on Tender	45-46
	2E	APPOINTMENT OF CONSULTANT	46
	2.23	Negotiations	46
	2.24	Substitution of Key Personnel	46-47
	2.25	Indemnity	47
	2.26	Award of Consultancy	47
	2.27	Execution of Contract	47-48
	2.28	Commencement of Assignment	48
	2.29	Proprietary Data	48
	2.30	Fraud and Corrupt Practices	48-50
	2.31	Pre-Tender Conference	50
	2.32	Miscellaneous	50-51

<b>3</b>	<b>Criteria for Evaluation</b>	<b>52</b>
	3.1 Evaluation of Technical Offers	52-55
	3.2 Short-listing of Tenderers	55
	3.3 Evaluation of Financial Offer	55
	3.4 Final Selection	56
	<b>SCHEDULES</b>	
<b>I</b>	<b>Schedule-I: General Conditions of Contract</b>	<b>57-88</b>
<b>II</b>	<b>Schedule-II: Form of Agreement</b>	<b>89-91</b>
	Annex-1: General Conditions of Contract	92
	Annex-2: Special Conditions of Contract	93
	Annex-3: Terms of Reference	94
	Annex-4: Schedule of Costs for Services	95
	Annex-5: Schedule of Personnel and Man Month Rates	96
	Annex-6: Schedule of Provision and Maintenance of Offices	97
	Annex-7: Schedule of Hiring of Vehicles	98
	Annex-8: Schedule of Payment for Attending Meetings	99
	Annex-9: Schedule of Payment for Office Consumables	100
	Annex-10: Performance Bank Guarantee	101-104
	Annex-11: Equipment and Services to be Provided by the DFCCIL	105
	Annex-12: Deployment Schedule of Professional Personnel	106
	Annex-13: Responsibilities of Professional Personnel	107
	Annex-14: Minimum Eligibility Requirements of Professional Personnel	108
	<b>Tender Document Volume-II</b>	
	<b>Notice Inviting Tender</b>	<b>109-114</b>
<b>4</b>	<b>Project Description</b>	<b>115-118</b>
<b>5</b>	<b>Tender Data Sheet</b>	<b>119-129</b>

	<b>SCHEDULES</b>	
<b>III</b>	<b>Schedule-III: Terms of Reference (TOR)</b>	<b>130-145</b>
<b>IV</b>	<b>Schedule-IV: Special Conditions of Contract</b>	<b>146-153</b>
	<b>Appendices (Forms for Tender)</b>	<b>154</b>
<b>I</b>	<b>Appendix-I: Technical Offer Forms</b>	<b>154</b>
	Form 1: Letter of offer	155-160
	Form 2: Particulars of the Tenderer	161-162
	Form 3: Statement of Legal Capacity	163
	Form 4: Power of Attorney for Authorised Signatory	164-165
	Form-5: Power of Attorney for Authorised Member of Consortium	166-168
	Form-6: Joint Bidding Agreement	169-172
	Form 7: Financial Capacity of the Single Entity Tenderer/ Lead Member	173
	Form 8: Particulars of Key Personnel	174
	Form 9: Proposed Methodology and Work Plan	175
	Form 10: Experience of the Tenderer	176-177
	Form 11: Experience of Key Personnel	178
	Form 12: Eligible Assignments of Tenderer	179
	Form 13: Eligible Assignments of Key Personnel	180
	Form 14: CV of Professional Personnel	181
	Form 15: Particulars of other Professional Personnel	182
<b>II</b>	<b>Appendix-II: Financial Offer Forms</b>	
	Form 16: Covering Letter	183
	Form 17: Schedule of Costs for Services	184-185
	Form 18: Schedule of Personnel and Man Month Rates	186-187
	Form 19: Schedule for Provision and Maintenance of Offices	188
	Form 20: Schedule of Hiring of Vehicles	189
	Form 21: Schedule of Payment for Attending Meetings	190
	Form 22: Schedule of Payment for Office Consumables	191

---

**DISCLAIMER**

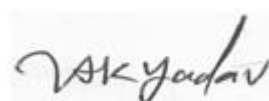
The information contained in this tender document (the “**Tender Document**”) or subsequently provided to tenderer(s), whether verbally or in documentary or any other form by or on behalf of the DFCCIL or any of their employees or advisors, is provided to tenderer(s) on the terms and conditions set out in this Tender Document and such other terms and conditions subject to which such information is provided.

This Tender Document is not a Contract but an offer/ invitation by the DFCCIL to the prospective tenderers or any other person for entering into a contract. The purpose of this Tender Document is to provide interested parties with information that may be useful to them in making their technical and financial offers pursuant to this Tender Document. This Tender Document includes statements, which reflect various assumptions and assessments arrived at by the DFCCIL in relation to the Project(s). Such assumptions, assessments and statements do not purport to contain all the information that each tenderer may require. This Tender Document may not be appropriate for all persons, and it is not possible for the DFCCIL, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this Tender Document. The assumptions, assessments, statements and information contained in this Tender Document may not be complete, accurate, adequate or correct. Each tenderer should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this Tender Document and obtain independent advice from appropriate sources.

Information provided in this Tender Document to the tenderer(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The DFCCIL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The DFCCIL, its employees and advisors make no representation or warranty and shall have no liability to any person, including any tenderer under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender Document or otherwise, including the accuracy, adequacy, correctness,

Signature of Tenderer(s)



completeness or reliability of the Tender Document and any assessment, assumption, statement or information contained therein or deemed to form part of this Tender Document or arising in any way in the tendering process.

The DFCCIL also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any tenderer upon the statements contained in this Tender Document.

The DFCCIL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this Tender Document.

The issue of this Tender Document does not imply that the DFCCIL is bound to select a tenderer or to appoint the selected tenderer, as the case may be, for the Project and the DFCCIL reserves the right to reject all or any of the offers without assigning any reason whatsoever.

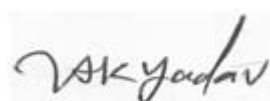
Each tenderer shall bear all its costs associated with or relating to the preparation and submission of its offer including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the DFCCIL or any other costs incurred in connection with or relating to its offer. All such costs and expenses will remain with the tenderer and the DFCCIL shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a tenderer in preparation or submission of its offer, regardless of the conduct or outcome of the tendering process.



**GLOSSARY**

<b>Contract</b>	As defined in Form of Contract
<b>Tenderer</b>	As defined in Clause 2.1.1
<b>Authorised Signatory</b>	As defined in Clause 2.11.3 (iii)
<b>CPM</b>	Chief Project Manager of DFCCIL
<b>Conditions of Eligibility</b>	As defined in Clause 2.2.1
<b>Conflict of Interest</b>	As defined in Clause 2.2.8
<b>Consortium or JV</b>	As defined in Clause 2.1.1
<b>Consultancy</b>	As defined in Clause 1.2
<b>Consultancy Team</b>	As defined in Clause 2.12.6
<b>Consultant</b>	As defined in Clause 1.2
<b>Contractor (s)</b>	As specified in Clause 1.1.2
<b>CV</b>	Curriculum Vitae
<b>DFCCIL</b>	Dedicated Freight Corridor Corporation of India Ltd
<b>Documents</b>	As defined in Clause 2.10
<b>Defect Liability Period</b>	As defined in Clause 8 of the SCC
<b>DyCPM</b>	Deputy Chief Project Manager of DFCCIL
<b>EMD</b>	Earnest Money Deposit
<b>Effective Date</b>	As defined in Clause 2.1 of S.C.C
<b>Eligible Assignments</b>	As defined in Clause 3.1.3
<b>Form of Contract</b>	Form of Contract as in Schedule II
<b>Financial Offer</b>	As defined in Clause 2.13.1
<b>GCC</b>	General Condition of Contract as in Schedule I
<b>GCC for Works Contract</b>	As defined in Schedule I
<b>INR, Re, Rs.</b>	Indian Rupee
<b>IR</b>	Indian Railways
<b>ITT</b>	Instruction to Tenderers
<b>Inception Report</b>	As defined in Clause 6.1 of TOR
<b>Key Personnel</b>	As defined in Clause 2.1.3
<b>Lead Member</b>	As defined in Clause 2.2.2 (A)
<b>LOA</b>	Letter of Acceptance
<b>NTP or Notice to Proceed</b>	As defined in Clause 2.28
<b>Official Website</b>	As defined in Clause 1.4
<b>Performance Guarantee</b>	As defined in Clause 2.18.5

Signature of Tenderer(s)



<b>PM /DPM/ APM</b>	Project Manager / Deputy Project Manager / Assistant Project Manager of DFCCIL
<b>Project (s)</b>	As defined in Clause 1.1.2
<b>Project Office</b>	As defined in Clause 7.2 of TOR
<b>Project Team</b>	As defined in Clause 7.4 of TOR
<b>Professional Personnel</b>	As defined in Clause 2.12.6
<b>Railway</b>	As specified in Clause 1.2
<b>Selected Tenderer</b>	As specified in Clause 2.23
<b>SCC</b>	Special Conditions of Contract as in Schedule IV
<b>Security Deposit</b>	As defined in Clause 2.18.5
<b>Services</b>	As defined in Clause 1.1.1(o) of SCC
<b>Single Entity Tenderer</b>	As defined in Clause 2.1.1
<b>Site Office(s)</b>	As defined in Clause 7.2 of TOR
<b>Statutory Auditor</b>	An Auditor appointed under Applicable Laws
<b>Support Personnel</b>	As defined in Clause 2.12.6
<b>Team Leader</b>	As defined in Clause 5.18.3(i)
<b>Technical Offer</b>	As defined in Clause 2.12.1
<b>TOR</b>	Terms of Reference as in Schedule III
<b>Tender</b>	As defined in Clause 1.2
<b>Tender Submission Date or TSD</b>	As defined in Clause 1.5
<b>Tender Document</b>	As defined in Disclaimer

The words and expressions beginning with capital letters and defined in this document shall, unless the context otherwise requires, have the meaning ascribed thereto herein.

## STRUCTURE OF THE TENDER DOCUMENT

1. The complete set of Tender Document should be read in the following order:

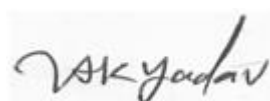
S.No.	Content	Available at
(i)	Notice Inviting Tender	Volume II
(ii)	Section 1: Introduction	Volume I
(iii)	Section 2: Instruction to Tenderers (ITT)	Volume I
(iv)	Section 3: Criteria for Evaluation	Volume I
(v)	Section 4: Project Description	Volume II
(vi)	Section 5: Tender Data Sheet	Volume II
(vii)	Schedule-I: General Conditions of Contract (GCC)	Volume I
(viii)	Schedule-II: Form of Agreement	Volume I
(ix)	Schedule-III: Terms of Reference (TOR)	Volume II
(x)	Schedule-IV: Special Conditions of Contract (SCC)	Volume II
(xi)	Appendix-I: Technical Offer Forms (Form-1 to Form-15)	Volume II
(xii)	Appendix-II: Financial Offer Forms (Form-16 to Form-22)	Volume II

2. Technical Offer should consist of following:

- a. Filled up forms from Form-1 to Form-15
- b. Multiple pages of a Form if details to be provided require more number of pages
- c. Any attachment in the form of photocopy of relevant pages of any document, experience certificate etc. to supplement the information provided in the Forms.

3. Financial Offer should consist of filled up forms from Form-16 to Form-22.

Signature of Tenderer(s)





Dedicated Freight Corridor Corporation of India Ltd. (DFCCIL)  
Government of India, Ministry of Railways

Tender No. MGS/08/2018-19/ROB-PMC/SEB-MGS/209

For  
Project Management Consultancy (PMC) Services for Construction of  
Road Over Bridges over DFCCIL and IR tracks in Mughalsarai-  
Sonenagar section of East Central Railway

E-TENDER DOCUMENT  
(TECHNICAL BID: PACKET-A)

**Volume-I**

May-2018

**(Revised: Including Corrigendum No.-1)**

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

**CPM OFFICE**

Chief Project Manager/MGS, DFCCIL  
2nd Floor, Swarna Complex, Susuwahi,  
(Near Union Bank of India)  
Post-Susuwahi, Thana-Lanka,  
Varanasi -221011 (U.P.)

**CORPORATE OFFICE**

DFCCIL, 5TH Floor, Pragati Maidan Metro Station Building,  
New Delhi-110001

## 1. INTRODUCTION

### 1.1 Background

- 1.1.1 Dedicated Freight Corridor Corporation of India Ltd. (DFCCIL), a public sector undertaking has been set up under the Indian Companies Act, 1956 for implementation of Dedicated Freight Corridor Project. Government of India is the sole share holder of the DFCCIL.

Ministry of Railways (MOR), Government of India has planned to construct Dedicated Freight Corridor (DFC) covering about 3338 route Kilometres on Eastern and Western Corridors. The coverage of Eastern Corridor is from Ludhiana to Dankuni and Western Corridor is planned from Jawaharlal Nehru Port, Mumbai to Rewari/Tughlakabad/Dadri near Delhi. There will be a linkage between two corridors at Dadri.

#### Eastern Dedicated Freight Corridor

Eastern DFC Route will be approximately 1839Kmlong from Dankuni to Ludhiana via Dankuni-Asansole-Dhanbad-Gaya-Sonnagar - Mughalsarai-Allahabad - Kanpur - Tundla- Aligarh - Khurja - Bulandshahr - Meerut - Saharanpur-Ambala-Ludhiana. Proposed alignment of DFC has been generally kept parallel to existing Indian Railway line except provision of detours at some stations where the existing yards/cities are congested.

Level Crossings (LC's) are generally unsafe locations and also a congestion points for road/rail's users. These LC's are operational bottlenecks for Railways /DFCCIL in terms of loss in punctuality and reduction in line capacity. Construction of ROB(s)/ RUB(s) is financially and operationally beneficial apart from the fact that it improves the safety of Rail / Road users.

Road over bridges (ROB) are being constructed on the level crossings falling on Eastern Corridor of DFCCIL. These ROB's shall span over the existing railway lines and the proposed DFCC lines. The ROB's shall be constructed in Railway and DFCCIL portion only with bow string or other suitably designed girder and suitably designed RCC abutments, piers and foundations including staircases and other allied components. Depth of type of foundation shall be decided/ designed based on detailed geotechnical investigation at ROB's sites. At some level crossing, DFCCIL is only constructing the railway portion of ROB, while approach is being constructed by some other agency. At some LCs, entire ROB including both approaches is being constructed by DFCCIL.

1.1.2 Specific project(s) mentioned in Clause 5.5 (the “**the Project(s)**”) of Tender Data Sheet (Volume II Section 5) for which this Project management Consultancy is being contemplated is/are described in Section 4. The Project(s) will be undertaken preferably through work contracts involving one or more contractors (the “**Contractor(s)**”).

1.1.3 The statements and explanations contained in this Tender Document are intended to provide a proper understanding to the Tenderers about the subject matter of this Tender Document and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the Selected Tenderer set forth in the Form of Contract or the DFCCIL’s rights to amend, alter, change, supplement or clarify the scope of work, the contract to be awarded pursuant to this Tender Document or the terms thereof or herein contained. Consequently, any omissions, conflicts or contradictions in this Tender Document are to be noted, interpreted and applied appropriately to give effect to this intent, and no claims on that account shall be entertained by the DFCCIL.

## 1.2 The Tender

The President of India acting through the designated official specified at Clause 5.3 of Tender Data Sheet (Volume II Section 5) (the “**DFCCIL**”) invites Tenders (the “**Tender(s)**”) for selection of a Project Management Consultant (the “**Consultant**”) who shall assist the DFCCIL in management of construction and commissioning of the Project(s) through construction supervision. Scope of services to be provided by the Consultant shall be as specified in Schedule III and other requirements as specified in this Tender Document, (collectively the “**Consultancy**”) for execution of the Project(s) through Contractor(s) appointed or to be selected.

## 1.3 Due Diligence by Tenderers

Tenderers are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Tender by paying a visit to the DFCCIL and the Project(s) site(s), sending queries (written or email) to the DFCCIL, and attending a Pre Tender Conference on the date and time specified in Clause 5.12 of Tender Data Sheet (Volume II Section 5).

## 1.4 Availability of Tender Document

Tender document can be downloaded from DFCCIL's website [www.dfccil.gov.in](http://www.dfccil.gov.in), [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) & Central Procurement portal site [www.eprocure.gov.in](http://www.eprocure.gov.in).

It is to be noted that the submission of tender is only through online mode through the website [www.tenderwizard.com/dfccil](http://www.tenderwizard.com/dfccil) only.

It is mandatory for the bidders to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2000/- + GST to M/s ITI through e-payment. Bidders have to pay the Tender Processing Fee to ITI through e-payment at the time of submission of bid. Already registered vendors with M/S ITI need not to pay registration charges.

#### **1.4.1 Clause applicable for tender documents downloaded from Internet**

Tenderer/s is/are free to download tender documents at their own cost, for the purpose of perusal. Master copy of the tender document will be available in the office. After award of the work, an agreement will be drawn up. The agreement shall be prepared based on the master copy available in the office of Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2nd Floor, Susuwahi, Post-Susuwahi (near Union Bank of India), Thana-Lanka, Varanasi -221011, Uttar Pradesh, India and not based on the tender documents submitted by the Tenderer. In case of any discrepancy between the tender documents downloaded from the internet and the master copy, later shall prevail and will be binding on the Tenderers. No claim on this account shall be entertained.

#### **1.4.2 Cost of Tender documents downloaded from internet**

Tender documents are available on Dedicated Freight Corridor Corporation of India Limited website [www.dfccil.gov.in](http://www.dfccil.gov.in) and [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) and the same can be downloaded and used as tender documents for submitting the offer. The cost of the tender document as indicated above in NIT. The cost of the tender document & Earnest Money Deposit will have to be deposited by the tenderer in the form of Demand draft/banker's cheque payable in favour of '**Dedicated Freight Corridor Corporation of India Limited, Varanasi**' in original in office of employer. The cost of the tender document & Earnest Money Deposit should be paid separately and not to be clubbed together. **In case, tender is not accompanied with the cost of the tender document as detailed above, tender will be summarily rejected.**

## 1.5 Validity of the Tender

The Tender shall be valid for a period of not less than 120days from the tender submission date (the “**Tender Submission Date**” or “**TSD**”) specified in Clause 5.13 of Tender Data Sheet (Volume-II Section 5).

## 1.6 Brief Description of the Selection Process

- 1.6.1 The DFCCIL intends to select the Consultant through an open competitive bidding process involving evaluation of Technical and Financial Offers (collectively the “**Selection Process**”). The DFCCIL shall adopt a tender evaluation process as described in Clause 2.19.3. The final selection of the Consultant shall be based on the Quality and Cost Based System (QCBS). Tenderers shall be short-listed based on their Technical Offers meeting a minimum Quality standard. The Financial Offers of only the short-listed Tenderers shall be opened.

**The final selection shall be based on the lowest financial offer amongst the shortlisted Tenderers as described in Section 3.**

**Note:** The above nomenclature of QCBS is as defined in ‘Manual of Policies and Procedure of Employment of Consultants (2006)’ issued by Department of Expenditure, Ministry of Finance, Govt of India. However, as per ‘Manual of Procurement of Consultancy & Other Services (2017)’ issued by Department of Expenditure, Ministry of Finance, Govt of India, the above mentioned process is called Least Cost Selection (LCS) process.

### 1.6.2 System of Verification of Tenderer’s Credential:

(a) For this tenders, it has been decided to adopt the affidavit-based system of credential verification. The tenderer shall submit along with the tender document, documents in support of his/their claim to fulfill the eligibility criteria as mentioned in the tender document. Each page of the copy of documents/certificates in support of certificates submitted by the tenderer, shall be self-attested/ digitally signed by the tenderer or authorized representative of the tendering firm. Self -attestation shall include signature, stamp and date (on each page).

(b) The tenderers shall submit a notarized affidavit on a non-judicial stamp paper stating that they are not liable to be disqualified and all their statements/documents submitted alongwith bid are true and factual.



Standard format of the affidavit to be submitted by the bidder is enclosed as **Form-1(a).** **Non submission of an affidavit by the bidder shall result in summary rejection of his/their bid.** And 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. It will not be obligatory on the part of Tender Committee to scrutinize beyond the submitted document of tenderer as far as his qualification for the tender is concerned.

(c) The DFCCIL 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 DFCCIL, 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 DFCCIL shall not relieve the bidder of its obligations or liabilities hereunder nor will it affect any right of the DFCCIL thereunder.

(d) In case of any wrong information submitted by tenderer, the contract shall be terminated, Earnest Money Deposit (EMD), Performance (PG) and Security Deposit (SD) of contract forfeited and agency barred for doing business on entire DFCCIL for 5(five) years.

## 1.7 Currency Conversion Rate

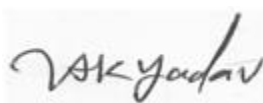
(a) For the purposes of conversion of foreign currency to Indian rupees (INR) Bank Currency (BC) selling exchange rates as published by State Bank of India on the date 28 days prior to date of submission of tender shall be used. For few of the currencies where BC selling rates are not published by SBI or reserve bank of India, the exchange rate may be obtained from website- <http://www.oanda.com/currency/historical-rates> or <http://www.xe.com>.

(b) For the purpose of evaluation of proposals, all values given in INR in eligible qualification criteria and the values provided by the applicants in the proposal in the currencies other than INR shall be converted into one i.e. INR as per exchange rate mentioned in para (vi) above.

## 1.8 Pre-Tender visit to the Site and Inspection of Data

Prospective Tenderers may visit the Site and review the available data at any time prior to TSD. For this purpose, they will provide at least 2 days' notice to the Employer.

Signature of Tenderer(s)



---

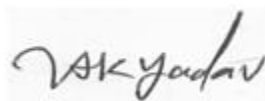
**1.9 Communications**

- 1.9.1 All communications including the submission of Tender should be addressed to the person specified in Clause 5.3 of Tender Data Sheet (Volume-II Section 5).
- 1.9.2 **Amendments, Corrigenda and all notices related to this Tender Document will be uploaded ONLY on the Official Website of DFCCIL at www.dfccil.gov.in from time to time.** All prospective Tenderers are advised to be in contact with the Official Website till the opening of Tenders.
- 1.9.3 All communications should contain the Tender Document Notice number specified in Clause 5.1 of Tender Data Sheet (Volume-II Section 5) and should be marked at the top in bold letters.

---

**END OF INTRODUCTION**

---



## 2. INSTRUCTIONS TO TENDERERS (ITT)

### 2A. GENERAL

#### 2.1 Scope of the Tender

2.1.1 Detailed description of the objectives, scope of services, deliverables and other requirements relating to this Consultancy are specified in this Tender Document. A private, public or government owned legal entity possessing the requisite experience and capabilities required for undertaking the Consultancy may participate in the Selection Process either individually as a single entity tenderer (the “**Singly Entity Tenderer**”), or as combination thereof as joint venture or consortium (the “**Consortium**” or “**JV**”) in response to this Tender. The term Tenderer (the “**Tenderer**”) means the Single Entity Tenderer or the Consortium, as the case may be. The manner in which the Tender is required to be submitted, evaluated and accepted is mentioned in this Tender Document.

2.1.2 Tenderers are advised that the selection of Consultant shall be on the basis of evaluation by the DFCCIL through the Selection Process specified in this Tender Document. Tenderers shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be extended and that the DFCCIL’s decisions thereof are without any right of appeal whatsoever.

#### 2.1.3 Key Personnel

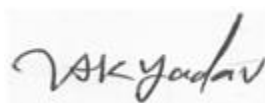
The Consultancy Team shall consist of Key Personnel (the “**Key Personnel**”), specified in Clause 5.18.3, who shall discharge their respective specified responsibilities. The Consultancy team shall be also supported by other technical and support Personnel deployed by the Tenderer.

### 2.2 Conditions of Eligibility of Tenderers

2.2.1 Tenderers must read carefully the minimum conditions of eligibility (the “**Conditions of Eligibility**”) provided herein. Tenders of only those Tenderers who satisfy the Conditions of Eligibility will be considered for evaluation.

2.2.2 To be eligible for evaluation of its Tender, a Tenderer shall fulfill the following:

Signature of Tenderer(s)



**(A) Technical Capacity:**

The Single Entity Tenderer or the lead member of the Consortium/JV (the “**Lead Member**”), as the case may be, shall have, during the last 5 (five) financial years and the current financial year till the tender submission date (the “**TSD**”), completed or substantially completed the minimum number of Eligible Assignments specified in Clause 5.18.1 (Tender Data Sheet, Volume-II Section 5).

Note:

- 1) The contract should have been completed within this period irrespective of date of start.
- 2) The contract shall be treated as completed as on the date of commissioning of the project (excluding defect liability/maintenance period) or completion of the services as certified by the Employer.
- 3) A substantially completed consultancy contract means a contract in which the consultancy fee of at least eighty per cent (80 %) of the contract value has been received and is equal to or more than the minimum value stipulated for Eligible Assignment in clause 5.18.1.

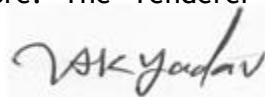
**(B) Financial Capacity:**

The Single Entity Tenderer or the Lead Member of the Consortium/JV, as the case may be, shall have during the last 3 (three) financial years and the current financial year till the TSD, received minimum total payment from consulting assignments as specified in Clause 5.18.2.

- (C) Availability and Conditions of Eligibility for Key Personnel:** The Tenderer shall offer and make available all Key Personnel meeting the requirements specified in Clause 5.18.3 (ii).

- 2.2.3 The Tenderer shall submit its work experience in the form of Eligible Assignments in the formats specified at Form-10 and Form-12 of Appendix-I as part of its Technical Offer for demonstrating its Technical Capacity and claiming Technical Score. The Tenderer shall enclose with its Tender

Signature of Tenderer(s)



certificate(s) from its Statutory Auditors stating its turnover from professional fees during the past three years and the payments received in respect of each of the Eligible Assignments.

2.2.4 The Tenderer should submit a Power of Attorney for the Authorised Signatory as per the format at Form-4 of Appendix-I and another Power of Attorney for the Lead Member, in case of consortium, as per the format of Form-5 of Appendix-I.

2.2.5 Any entity which has been barred by the Central/ State Government in India, (or any entity controlled by such barred entity), from participating in any project, and the bar subsists as on the date of Tender, would not be eligible to submit a Tender.

2.2.6 A Tenderer should have, during the last one year, neither failed to perform on any Contract, as evidenced by imposition of a penalty by a judicial authority or a judicial pronouncement, nor been expelled from any project or Contract nor have had any Contract terminated for breach by such Tenderer.

2.2.7 Where the Tenderer is a single entity and registered or incorporated in a country other than India, it shall be required to form an appropriate subsidiary company in India under the Indian Companies Act 1956, to execute the Contract and implement the Consultancy.

**2.2.8 Conflict of Interest**

(i) A Tenderer shall not have a conflict of interest that may affect the Selection Process or the Consultancy (the “**Conflict of Interest**”). Any Tenderer found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the DFCCIL shall forfeit and appropriate the EMD in full, without prejudice to any other right or remedy that may be available to the DFCCIL hereunder or otherwise.

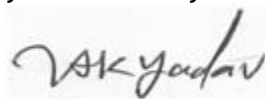
(ii) the DFCCIL requires that the Consultant provide professional, objective, and impartial advice and at all times, hold the DFCCIL’s interests paramount, avoid conflicts with other assignments or their own corporate interests, and act without any consideration for future work. The Consultant shall not accept or engage in any assignment that would be in

conflict with its prior or current obligations to other employers, or that may place it in a position of not being able to carry out the assignment in the best interests of the DFCCIL.

(iii) Without limiting the generality of the above, a Tenderer shall be considered to have a Conflict of Interest that affects the Selection Process, if such Tenderer has a relationship with another Tenderer, directly or through common third parties, that puts them in a position to have access to each others' information about, or to influence the Tender of either or each other, and if:

- (a) a Tenderer or its constituent/Member and any other Tenderer or its constituent/Member have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of a Tenderer or its constituent/Member (or any shareholder thereof having a shareholding of more than 5% (five percent) of the paid up and subscribed share capital of the Tenderer or its constituent/Member, as the case may be) in the other Tenderer or its constituent/Member is less than 5% (fivepercent) of the paid up and subscribed share capital of such Tenderer or its constituent/Member; provided further that this disqualification shall not apply to a bank, insurance company, pension fund, mutual fund or any financial institution that is included under the FEMA (notification No. FEMA.131/2005-RB dated 17th March, 2005) (for avoidance of doubt the indirect shareholding shall be reckoned by multiplying the percentage shareholding in each successive layer).  
or
- (b) a Single Entity Tenderer is a constituent/Member of another Tenderer;
- (c) a constituent/Member of such Tenderer is also a constituent/Member of another Tenderer; or
- (d) such Tenderer has the same legal representative for purposes of this Tender as any other Tenderer; or
- (e) such Tenderer or its constituent/Member has provided or is providing directly or indirectly services on the same Project(s) in

Signature of Tenderer(s)

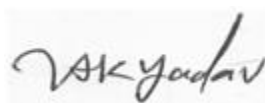


detailed design and tender planning such as FLS, geotechnical studies, soil testing, design/drawing, BOQ etc.; conversely the Consultant shall be disqualified for providing above services on the Project(s); or

- (f) such Tenderer or its constituent/Member has provided or is providing directly or indirectly any form of services to the Contractor(s), conversely the Consultant shall be disqualified for providing above services to the Contractor(s); or
- (g) a firm which has been engaged by the DFCCIL to provide goods or works for a project will be disqualified from providing consulting services for the same project; conversely, a firm hired to provide consulting services for the preparation of implementation of a project, and its constituent/Members, will be disqualified from subsequently providing goods or works or services related to the same project; or
- (h) the Tenderer or its constituent/Member and the Contractor(s) or its constituent/Member have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of a Tenderer or its constituent/Member (or any shareholder thereof having a shareholding of more than 5% (five percent) of the paid up and subscribed share capital of the Tenderer or its constituent/Member, as the case may be) in the Contractor(s) or its constituent/Member is less than 5% (five percent) of the paid up and subscribed share capital of such Contractor(s) or its constituent/Member; provided further that this disqualification shall not apply to a bank, insurance company, pension fund, mutual fund or any financial institution that is included under the FEMA (notification No. FEMA.131/2005-RB dated 17th March, 2005), provided further that its direct or indirect shareholding doesn't exceed 26% of the paid up and subscribed share capital of the Tenderer or its constituent/Member, as the case may be (for avoidance of doubt the indirect shareholding shall be reckoned by multiplying the percentage shareholding in each successive layer).

#### 2.2.9 Consortium/ JV Requirements

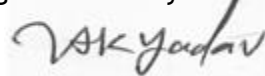
Signature of Tenderer(s)



Tenderers applying as Consortium/JV shall comply the requirements laid down through the Railway Board's letter no. 2002/CE-1/CT/37 dated 2.9.2008 except as modified by the requirements of this Tender Document. Further, such Tenderer shall comply the following:

- (i) each Member, whose technical experience and financial capacity is utilized in the bidding, shall have a share of interest not less than 20% in the Consortium/JV;
- (ii) the Lead Member shall have a majority (at least 51%) share of interest in the Consortium/JV;
- (iii) a JV with foreign entities as a constituent/Member shall necessarily have an Indian firm as Lead Member;
- (iv) execution of formal joint bidding agreement in the Form-6 of Appendix I shall be done prior to TSD;
- (v) by submitting the Tender, such Tenderer shall deem to have acknowledged and undertaken that each of the constituent Members shall continue to hold at least the specified minimum share in the JV until the Consultancy services required for the Project(s) is completed under and in accordance with the provisions of the Contract. The Tenderer further acknowledges and agrees that the aforesaid obligation shall be the minimum, and in addition to other obligations contained in the Contract, and a breach hereof shall, notwithstanding anything to the contrary contained in the Contract, be deemed to be a breach of the Contract and dealt with as such there under;
- (vi) by submitting the Tender, the Tenderer shall also be deemed to have acknowledged and agreed that in the event of a change in JV Member whose Minimum Eligibility, Technical Capacity or Financial Capacity was taken into consideration for the purposes of evaluation of the Tender, the Tenderer shall inform the DFCCIL forthwith along with all relevant particulars about the same and the DFCCIL may, in its sole discretion, disqualify the Tenderer or withdraw the LOA from the Tenderer, as the case may be. In the event such change in control occurs after signing of the Contract but prior to completion of the Consultancy, it would, notwithstanding anything to the contrary contained in the Contract, be deemed to be a breach thereof, and the Contract shall be liable to be terminated without the DFCCIL being liable in any manner whatsoever to the Consultant.

Signature of Tenderer(s)





In such an event, notwithstanding anything to the contrary contained in the Contract, the DFCCIL shall forfeit and appropriate the EMD, Security Deposit and Performance Guarantee without prejudice to any other right or remedy that may be available to the DFCCIL hereunder or otherwise; and

- (vii) the Technical experience of a constituent/Member of JV (for the purpose of reckoning Eligible Assignments) shall be considered for evaluation of the Technical Offer subject to such constituent/Member having on its roll for more than 12 months as on the TSD no less than two Key Personnel among those proposed in the Technical Offer. It is clarified that this requirement shall not be applicable for the purposes of determining the Eligibility of a Tenderer in terms of the Clause 2.2.2 (A).

2.2.10 While submitting a Proposal, the Applicant should attach clearly marked and referenced continuation sheets in the event that the space provided in the specified forms in the Appendices is insufficient. Alternatively, Applicants may format the specified forms making due provision for incorporation of the requested information.

2.2.11 A Tenderer who is under a declaration of ineligibility by the DFCCIL in terms of Clause 2.2.5, on the TSD or thereafter, shall be disqualified. The DFCCIL maintains a list of Firms and Individuals that have been debarred/blacklisted, and are not eligible to participate in tenders and the list is regularly updated.

2.2.12 Serving Government employees are not permitted to undertake any assignment except when the Consultant or any of its Members is a Public Sector Unit (PSU) and such employees being on deputation to the PSU are deployed by them to undertake an assignment in the Services. In case of retired Government employees, they should be proposed by the Tenderer only after the mandatory period for re-employment in related area of work has been completed by the employee. If a retired Government employee is proposed to be engaged in the Consultancy, such Employee shall declare that:

- (i) he superannuated from the Government in the normal process;
- (ii) he was not removed or dismissed from Government service;
- (iii) he is not undergoing any D&AR action; and
- (iv) he is not undergoing any court cases or prosecution cases.

**2.2.13 Provision for medium & small enterprises (MSE):**

As mandated by Railway Board Letter No. 2010/RS (G)/363/1 dated 05.07.2012 (RBS No. 4/2012), in compliance to public procurement policy, following provisions are included for Medium & Small Enterprises (MSE) in the tender document:

1. Tender sets shall be provided free of cost to MSEs registered with the listed agencies for the item tendered.
2. MSEs registered with the listed agencies for the item tendered will be exempted from payment of Earnest Money.
3. (I) 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 agencies mentioned in the notification of Ministry of MSME indicated below:

- (i) District industries Centres
- (ii) Khadi and Village Industries Commission
- (iii) Khadi and Village Industries Board
- (iv) Coir Board
- (v) National Small Industries Corporation
- (vi) Directorate of Handicraft and Handloom
- (vii) Any other body specified by Ministry of MSME.

(II) The MSEs must also indicate the terminal validity date of their registration.

Falling (I) & (II) above, such offers will not be liable for consideration of benefits detailed in MSE notification of Government of India dated 23.03.2012.

4. Definition of MSEs owned by SC/ST is as give below:
  - (i) In case of proprietary MSE, proprietors (s) shall be SC/ST.
  - (ii) In case of partnership MSE, the SC/ST partners shall be holding at least 51% shares in the unit.
  - (iii) In case of Private Limited Companies at least 51% share shall be held by SC/ST promoters.
5. All bidders registered under Micro, Small and Medium Enterprises (MSMEs) shall have to satisfy the eligibility criteria at par with other bidders. There shall not be any relaxation in eligibility criteria/tender process or other tender requirements and L-1 price.
6. ***The above facilities shall not be applicable for the items for which they are not registered.***

7. The tenderer (s) shall submit photocopy of current and valid MSMEs registration certificate inclusive of all the pages showing the category of entrepreneur - whether the registered firm is owned by General or SC/ST entrepreneurs, monetary limit of their registration for the items tendered to avail the benefits under the policy. The MSMEs shall also submit a copy of "Entrepreneur's Memorandum (Part-II)" of the concerned district centre where the unit is established.
8. **Registration of Udyog Aadhar Memorandum (UAM):** All Micro, Small and Medium Enterprises (MSMEs) bidders are required to declare UAM Number on CPPP failing which such bidders will not be able to enjoy the benefits as per Public Procurement Policy for tenders invited electronically through CPPP.

### 2.3 Cost of Tender Document

The Tenderers shall be responsible for all of the costs associated with the preparation of their Tender and their participation in the Selection Process. The DFCCIL will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

### 2.4 Site Visit and Verification of Information

2.4.1 Tenderers are encouraged to submit their respective Tenders after visiting the Project site and ascertaining for themselves the site conditions, traffic, location, surroundings, climate, access to the site, availability of drawings and other data with the DFCCIL, applicable laws and regulations or any other matter considered relevant by them.

2.4.2 the DFCCIL shall not be liable for any omission, mistake or error on the part of the Tenderer in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to Tender Document or the Selection Process, including any error or mistake therein or in any information or data given by the DFCCIL.

### 2.5 Acknowledgement by Tenderer

It shall be deemed that by submitting the Tender, the Tenderer has:

- (a) made a complete and careful examination of the Tender Document;
- (b) received all relevant information requested from the DFCCIL;
- (c) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the Tender Document or furnished by or on behalf of the DFCCIL or relating to any of the matters referred to in Clause 2.4 above;
- (d) satisfied itself about all matters, things and information including matters referred to in Clause 2.4 hereinabove necessary and required for submitting an informed Tender and performance of all of its obligations thereunder;
- (e) acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Tender Document or ignorance of any of the matters referred to in Clause 2.4 hereinabove shall not form a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from the DFCCIL, or a ground for termination of the Contract;
- (f) acknowledged that it does not have a Conflict of Interest; and
- (g) agreed to be bound by the undertaking provided by it under and in terms hereof.

## **2.6 Right to Reject Offers**

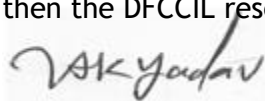
2.6.1 Notwithstanding anything contained in this Tender Document, the DFCCIL reserves the right to accept, or reject any or all Tender(s) and to annul the Selection Process, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

2.6.2 the DFCCIL reserves the right to reject any Tender if:

- (a) at any time, a material misrepresentation is made or uncovered, or
- (b) the Tenderer does not provide, within the time specified by the DFCCIL, the supplemental information sought by the DFCCIL for evaluation of the Tender.

Such misrepresentation/ improper response may lead to the disqualification of the Tenderer. If such disqualification / rejection occurs after the Tenders have been opened and the highest ranking Tenderer gets disqualified / rejected, then the DFCCIL reserves the right to:

Signature of Tenderer(s)



- (i) consider the next best Tenderer, or
- (ii) take any other measure as may be deemed fit in the sole discretion of the DFCCIL, including annulment of the Selection Process.

## **2B. DOCUMENTS**

### **2.7 Contents of the Tender Document**

2.7.1 This Tender Document comprises following and will additionally include any Addendum/ Amendment issued in accordance with Clause 2.9:

- (i) Disclaimer;
- (ii) Glossary;
- (iii) Structure of the Tender Document;
- (iv) Volume-I consisting of Section 1, 2 & 3 and Schedule-I & II; and
- (V) Volume-II consisting of Notice Inviting Tender, Section 4 & 5, Schedule-III & IV and Appendices I & II.

2.7.2 Notwithstanding anything to the contrary contained in this Tender Document, the detailed terms and conditions specified in the SCC shall have overriding effect; provided, however, that any conditions or obligations imposed on the Tenderer under this Tender Document shall continue to be in addition to its obligations under the Contract.

### **2.8 Clarification on Tender Document**

2.8.1 Tenderers requiring any clarification on the Tender Document may send their queries to the DFCCIL in writing through post or email before the date mentioned in the Schedule of Selection Process at Clause 5.17 of Tender Data Sheet (Volume II Section 5). The envelopes or subject-line of email shall clearly bear the following identification:

"Queries/Request for Additional Information concerning Tender Document"

The DFCCIL shall endeavour to respond to the queries within the period specified therein but not later than 7 days prior to the Tender Submission Date. The responses will be sent by e-mail. The DFCCIL will post the reply to all such queries on the Official Website [www.dfccil.gov.in](http://www.dfccil.gov.in).

- 2.8.2 The DFCCIL reserves the right not to respond to any questions or provide any clarifications, in its sole discretion, and nothing in this clause shall be taken or read as compelling or requiring the DFCCIL to respond to any question or to provide any clarification.

**2.9 Amendment of Tender Document**

- 2.9.1 At any time prior to the deadline for submission of Tender, the DFCCIL may, for any reason, whether at its own initiative or in response to clarifications requested by a Tenderer, modify the Tender Document by the issuance of Addendum/ Amendment.

- 2.9.2 All such amendments will be notified through e-mail to all Tenderers who have purchased the Tender Document by online portal tenderwizard.com. The amendments will be posted ONLY on the Official Website [www.dfccil.gov.in](http://www.dfccil.gov.in) along with the revised Tender Document containing the amendments and will be binding on all Tenderers.

- 2.9.3 In order to afford the Tenderers a reasonable time for taking an amendment into account, or for any other reason, the DFCCIL may, in its sole discretion, extend the Tender Submission Date.

**2C. PREPARATION AND SUBMISSION OF TENDER**

**2.10 Language**

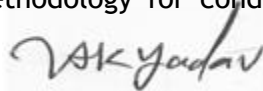
The Tender with all accompanying documents (the “Documents”) and all communications in relation to or concerning the Selection Process shall be in English Language and strictly on the forms provided in this Tender Document. No supporting document or printed literature shall be submitted with the Tender unless specifically asked for and in case any of these documents is in another language, it must be accompanied by an accurate translation of the relevant passages in English, in which case, for all purposes of interpretation of the Tender, the translation in English shall prevail.

**2.11 General instructions for on line tendering system, Format and Signing of Tender Document**

**2.11.1 General instructions for on line tendering system**

Submission of Online Bids is mandatory for this Notice Inviting Tender. E-Tendering is a new methodology for conducting Public Procurement in a

Signature of Tenderer(s)



transparent and secured manner. Suppliers/ Vendors will be the biggest beneficiaries of this new system of procurement. An e-tendering portal of Dedicated Freight Corridor Corporation of India (DFCCIL) introduced for the process of e-tendering which can be accessed on <http://www.tenderwizard/DFCCIL>. (Refer in the BID DOCUMENTS). Words in capital and not defined in this document shall have the same meaning as in "BID DOCUMENTS". Benefits to Suppliers/service providers are outlined on the Home-page of the portal.

**A) ACCESSING / PURCHASING OF BID DOCUMENTS:**

The Bidder who wishes to view free Notification and tender documents can visit DFCCIL's website [www.dfccil.gov.in](http://www.dfccil.gov.in) or [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) or Central Procurement Portal [www.eprocure.gov.in](http://www.eprocure.gov.in). Interested bidders who wish to participate should visit website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL), which is the only website for bidding their offer. Further the procedure is as follows:

It is mandatory for all the Bidders to have class-III digital signature certificate (in the name of person who will sign the Bid) from any of the licensed certifying agency ("CA") [Bidders can see the list of licensed CAs from the link [www.cca.gov.in](http://www.cca.gov.in)] to participate in e-tendering of DFCCIL.

To participate in the E-bid submission, it is mandatory for the Bidders to get themselves registered with the Tender Wizard and to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2000/- + GST to M/s ITI Ltd. The online payment facility for the submission of Registration fee and Tender Processing Fee, which is payable to E- Tender service provider i.e. M/s ITI Ltd., has been enable on E-Tender portal <http://www.tenderwizard.com/DFCCIL> . The Bidder can now pay Registration Charges and Tender Processing Fee through E-Payment using Credit Card/ Debit Card / Net Banking / International Credit Card only. Henceforth there will be no need for physical submission of Demand Draft for the same. Validity of online registration is one year.

The BID DOCUMENTS can be viewed /downloaded from the Tender Wizard free of cost till one day prior to last date of submission of the Application upto 00.00 hrs.

Following may be noted-

- (a) Bids can be submitted only during the validity of registration with the Tender Wizard.
- (b) The amendments/clarifications to the BID DOCUMENTS, if any, will be posted on the DFCCIL website.
- (c) Registration with the [www.tenderwizard](http://www.tenderwizard) should be valid at least upto the date of submission of bid.

To participate in bidding, Bidders have to pay cost of the BID DOCUMENTS process (non-refundable) in the form of demand draft issued from a Scheduled Bank in India in favour of “DFCCIL” payable at Varanasi. Rs7,500/- plus GST as applicable towards Application processing fee (non-refundable) shall be paid to M/s ITI Ltd. towards Tender Processing Fee through E-Payment using Credit Card/ Debit Card / Net Banking / International Credit Card only. Henceforth there will be no need for physical submission of Demand Draft for the same.

If the Bidder has already registered with the Tender Wizard and validity of registration has not expired, then such Bidder does not require fresh registration.

#### **B) PREPARATION & SUBMISSION OF APPLICATIONS:**

Detailed BID DOCUMENTS may be downloaded from Tender Wizard and the Bid may be submitted online following the instructions appearing on the screen. A Vendor manual containing the detailed guidelines for e-tendering system is also available on Tender Wizard.

**Only Electronic Form to be uploaded on the Tender Wizard website.**

Submission of Financial & Technical bid in prescribed Format in **ON LINE MODE ONLY** is acceptable. No other mode of submission accepted.

#### **C) DOCUMENT SHOULD BE UPLOADED ON THE TENDER WIZARD SITE(Online mode only)**

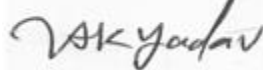
- (a) Power of Attorney for signing the Application
- (b) If applicable, the Power of Attorney for Lead Member of Consortium/JV;



- (c) An undertaking from the person having PoA referred in sub clause(a) above that they agree and abide by the bid documents uploaded by DFCCIL and amendments uploaded, if any.
- (d) SUBMISSION OF FORMS 1 to 22 as provided in the Annexure-I and Annexure-II in prescribed format mentioned in BID DOCUMENTS alongwith AFFIDAVIT as per Form 1(a).
- (e) SUBMISSION OF FIRMS CREDENTIALS in prescribed format mentioned in BID DOCUMENTS
- (f) SUBMISSION OF TECHNICAL PROPOSAL in prescribed format mentioned in BID DOCUMENTS,
- (g) Copy of Memorandum and Articles of Association, if the Applicant is a body corporate, and if a partnership then a copy of its partnership deed;
- (h) Technical Bid Packet-A (duly signed & scanned or digitally signed), Financial Bid Packet-B (in excel sheet format) and other relevant documents
- (i) Copy of the Joint Bidding Agreement, in case of a Consortium;
- (J) Memorandum of Understanding (in case of JV)
- (K) Cost of BID DOCUMENTS in the form of demand draft in favour of DFCCIL, payable at Varanasi
- (l) EARNST MONEY DEPOSIT in the acceptable form in favour of DFCCIL, payable at Varanasi.
- (m) Application processing fee of Rs.7,500/- (Seven thousand five hundred only) + GST shall be paid to M/S ITI Limited through E-Payment using Credit Card/ Debit Card / Net Banking / International Credit Card only. Henceforth there will be no need for physical submission of Demand Draft for the same.
- (n) The Bidder shall upload scanned copies of the documents on the Tender Wizard before 00:00 hours Indian Standard Time on the Bid due date i.e. on **dd.mm.yy**. No hard copy of the documents is required to be submitted. (except cost of tender documents & earnest money deposit)

**D) Modification / Substitution/ Withdrawal of bids:**

Signature of Tenderer(s)



- (i) The Bidder may modify, substitute or withdraw its e-bid after submission prior to the Bid Due Date / Tender Submission Date. No Bid shall be modified, substituted or withdrawn by the Applicant on or after the Bid Due Date.
- (ii) Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the Authority, shall be disregarded.
- (iii) For modification of e-bid, applicant has to detach its old bid from e-tendering portal and upload / resubmit digitally signed modified bid.
- (iv) For withdrawal of bid, applicant has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.
- (v) Before withdrawal of a bid, it may specifically be noted that after withdrawal of a bid for any reason, applicant cannot re-submit e-bid again.

**E) OPENING AND EVALUATION OF BIDS:**

- (i) Opening of Bids will be done through online process.
- (ii) For participating in the tender, the authorized signatory holding Power of Attorney shall be the Digital Signatory. In case the authorized signatory holding Power of Attorney and Digital Signatory are not the same, the bid shall be considered non-responsive.

The Authority shall open bid documents received in electronic form at 00:00 hours Indian Standard Time on the Bid due date i.e. in the presence of the Bidders who choose to attend. This Authority will subsequently examine and evaluate the Bids in accordance with the provisions set out in the BID DOCUMENTS.

The Financial Bid will be opened of the pre-qualified and short listed Bidders. The date of opening of Financial Proposal will be notified later on.

**F) ONLINE E-BIDDING METHODOLOGY:**

Online E- Bid System - Financial bids & Technical bids shall be submitted by the bidder at the same time. First the Technical Bid will be opened at the time and date notified in the tender notice. The Financial Proposal will be opened of the pre-qualified and short listed Bidders. The date of opening of Financial Bid will be notified later on.

**G) BROAD OUTLINE OF ACTIVITIES FROM BIDDERS PERSPECTIVE:**

- i. Procure a Digital Signing Certificate (DSC)
- ii. Registration Electronic Tendering System (ETS)
- iii. Create Users and assign roles on ETS
- iv. View Notice Inviting Tender(NIT)on ETS
- v. Download Official Copy of Tender Documents from ETS
- vi. Clarification to Tender Documents on ETS- Query to DFCCIL (Optional) - view response to queries posted by DFCCIL, through addenda.
- vii. Bid-Submission on ETS : Prepare & arrange all document/paper for submission of bid online and tender fees & EMD deposit on offline.
- viii. Attend Public Online Tender Opening Event(TOE) on ETS
- ix. Post-TOE Clarification on ETS (Optional)-Respond to DFCCIL's Post-TOE queries

For participating in this tender online, the following instructions are to be read carefully. These instructions are supplemented with more detailed guidelines on the relevant screens of the ETS.

Note 1: It is advised that all the documents to be submitted are kept scanned and converted to PDF format in a separate folder on your computer before starting online submission. The Price bid (Excel Format) may be downloaded and rates may be filled appropriately. This file may also be saved in a secret folder on your computer.

Financial Bid & Technical Bid duly filled in is to be uploaded in "Financial Offer & Technical Eligibility". The rates must be filled after downloading the financial bid document in the prescribed format from the website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL). The financial & Technical bid should be downloaded & then filled up, saved and uploaded on the E-tendering website using digital signature for signing the document.

***The name of the downloaded files i.e. 'Technical\_Bids.doc' & 'Financial\_Bids.xls' should not be changed.***

Note 2: While uploading the documents, it should be ensured that the file name should be the name of the document itself. The entire technical document through digital signature would first be uploaded in 'Document Library' and after that, attach entire tender document in the particular tender.

#### H) Digital Certificates

For integrity of data and its authenticity/non-repudiation of electronic records and to be compliant with IT Act 2000, it is necessary for each user to have a Class Three Digital Certificate (DC), also referred to as Digital Signature Certificate (DSC), of Class-III issued by a Certifying Authority (CA) licensed by Controller of Certifying Authorities (CCA) [refer <http://www.cca.gov.in>].

#### I) Registration

The Tender document can be downloaded from the website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) and to be submitted in the e-format. Cost of the Tender Document (in the form of DD) and Bid Security or Earnest Money (in the form of DD/FDR etc - in original) have to be submitted to Concerned DFCCIL office as per address given in Bid document before the scheduled date and time of submission of the tender otherwise the Bid will not be considered. Amendments, if any, to the tender document will be notified in the above website as and when such amendments are notified. It is the responsibility of the bidders who have downloaded the tender document from the website to keep themselves abreast of such amendments before submitting the tender document.

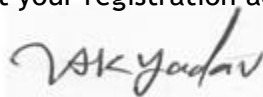
Intending bidders are requested to register themselves with M/S ITI through [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) for obtaining user-id, Digital Signature etc. by paying Vendor registration fee and processing fee (Online Mode only) for participating in the above mentioned tender.

DFCCIL has decided to use process of e-tendering for inviting this tender and thus *the physical copy of the tender would not be sold*.

#### J) Help Desk for E-Tendering

After successful submission of Registration details and Vendor registration fee and processing fee (as applicable), please contact ITI Helpdesk (as mentioned in NIT) to get your registration accepted/activated.

Signature of Tenderer(s)



The Tenderer shall provide all the information sought under this Tender Document. the DFCCIL would evaluate only those Tenders that are received in the specified forms and complete in all respects.

- 2.11.2 Tenderers should note the Tender Submission Date, as specified in Clause 5.11 of Tender Data Sheet, for submission of Tenders. Tenderers are reminded that no supplementary material will be entertained by the DFCCIL, and that evaluation will be carried out only on the basis of Documents received by the closing time of Tender Submission Date as specified in Clause 5.11. Tenderers will ordinarily not be asked to provide additional material information or documents subsequent to the date of submission, and unsolicited material if submitted will be summarily rejected.

**2.12 Technical Offer**

- 2.12.1 Tenderers shall submit the Technical Offer in the formats at Appendix-I (the “**Technical Offer**”).

- 2.12.2 While submitting the Technical Offer, the Tenderer shall, in particular, ensure that:

- (a) CVs of all Professional Personnel have been submitted;
- (b) Key Personnel have been proposed only if they meet the Conditions of Eligibility laid down at Clause 5.18.3 of Tender Data Sheet (Volume II Section 5) of the Tender Document;
- (c) no alternative Tender for any Key Personnel is being made and only one CV for each position has been furnished;
- (d) the CVs have been recently signed by the respective Personnel and countersigned by the Authorised Signatory of the Tenderer. Photocopy or unsigned/un-countersigned CVs shall be rejected;
- (e) the CVs shall contain an undertaking from the respective Key Personnel about his/her availability for the duration specified in the Tender Document; and
- (f) Professional Personnel proposed have good working knowledge of English language.

- 2.12.3 Failure to comply with the requirements spelt out in this Clause 2.12 shall make the Tender liable to be rejected.
- 2.12.4 If an individual Key Personnel makes an averment regarding his qualification, experience or other particulars and it turns out to be false, or his commitment regarding availability for the Project is not fulfilled at any stage after signing of the Contract, he shall be debarred for any future assignment of the DFCCIL. The award of this Consultancy to the Tenderer shall also be liable to cancellation in such an event.
- 2.12.5 The Technical Offer shall not include any financial information.
- 2.12.6 The Consultant shall propose a consultancy team (the “**Consultancy Team**”) for the implementation of this Consultancy. The Consultancy Team shall be composed of Key Personnel as specified in Clause 5.18.3, other Professional Personnel as specified in Clause 5.21 (collectively the “**Professional Personnel**”) and managerial/support staff (the “**Support Personnel**”) as specified in Form 18 of Appendix-II (Schedule of Personnel and Man Month Rates). The CV of Professional Personnel other than Key Personnel shall also be submitted in the format at Form-14 of Appendix-I. DFCCILs reserves the right to reduce the number and man months of Key Personnel, Other Professional Personnel and Support Personnel to be deployed by the PMC based on the progress of works contract. The Key Personnel, Other Professional Personnel and the Support Personnel should not be older than 67 years as on the date of submission of Tender. The minimum qualification of Team Leader for eligibility shall be Graduate Degree with minimum length of total professional experience of at least 15 years.
- 2.12.7 A Tenderer shall neither be allowed to sub-let any part of the Services to any sub-consultant nor any member of the Consultancy Team be allowed to be replaced with any sub-consultant.
- 2.12.8 The DFCCIL reserves the right to verify all statements, information and documents, submitted by the Tenderer in response to the Tender Document. Failure of the DFCCIL to undertake such verification shall not relieve the Tenderer of its obligations or liabilities hereunder nor will it affect any rights of the DFCCIL thereunder.
- 2.12.9 In case it is found during the evaluation or at any time before signing of the Contract or after its execution and during the period of subsistence

thereof, that one or more of the eligibility conditions have not been met by the Tenderer or the Tenderer has made material misrepresentation or has given any materially incorrect or false information, the Tenderer shall be disqualified forthwith if not yet appointed as the Consultant either by issue of the LOA or entering into of the Contract, and if the Tenderer has already been issued the LOA or has entered into the Contract, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this Tender Document, be liable to be terminated, by a communication in writing, without the DFCCIL being liable in any manner whatsoever to the Tenderer or Consultant, as the case may be.

In such an event the DFCCIL shall forfeit and appropriate the EMD, Security Deposit and encash the Performance Guarantee in full, without prejudice to any other right or remedy that may be available to the DFCCIL.

- 2.12.10 The complete set of Tender Document as issued by the DFCCIL or as downloaded from the Official Website of the DFCCIL shall be submitted as part of the Technical Offer with each page of the Tender Document signed by the Authorized Signatory. This submission is as a token of acknowledgement and agreement by the Tenderer of all the terms and conditions of the Tender Document together with the contents of Schedules and Appendices.

## **2.13 Financial Offer**

- 2.13.1 The financial offer shall be submitted in the format at Appendix-II (the “Financial Offer”) clearly indicating the total cost of the Consultancy (Item G of Form-17 of Appendix II) in both figures and words, in Indian Rupees, and signed by the Tenderer’s Authorised Signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account. In the event of a difference between the arithmetic total and the total shown in the Financial Offer, the lower of the two shall be taken into account.

- 2.13.2 While submitting the Financial Offer, the Tenderer shall ensure the following:

(i) All the costs associated with the assignment, except for the equipment and services, if any, to be provided to the Consultant by the DFCCIL either directly or through a Contractor, shall be included in the Financial Offer. These shall normally cover remuneration for all the

Personnel (in the field, office etc), accommodation, equipment, printing of documents, transport, office consumables etc. The total amount indicated in the Financial Offer shall be without any condition attached or subject to any assumption, and shall be final and binding. In case any assumption or condition is indicated in the Financial Tender, it shall be considered non-responsive and liable to be rejected.

(ii) The Financial Offer shall take into account all expenses and tax liabilities.

(iii) Costs (including break down of costs) shall be expressed in INR.

(iv) Equipment and services to be provided by the DFCCIL shall be as specified at Annex-11 of the Form of Contract.

## **2.14 Submission of Tender**

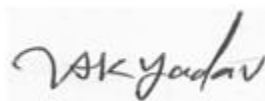
2.14.1 The Tenderer shall submit the Tender only on online format on the website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL). No other mode of tender submission is acceptable.

2.14.2 Complete tender documents must be submitted online duly completed in all respect upto 15.00 Hrs on the date mentioned in the Para 5.13 of Tender Data Sheet (Volume-II Section 5). The “Packet-A ( TECHNICAL BID)” will be opened at 15.30 Hrs on the same day and read out in the presence of such tenderer(s) as is/are present. In case the intended date for opening of tenders is declared a holiday, the tenders will be opened on the next working day at the same time. Any modified date and time for submission of tenders shall be uploaded on DFCCIL website [www.dfccil.gov.in](http://www.dfccil.gov.in) and [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL). The detailed procedure of tender opening will be as per para 2.11.

2.14.3 Financial Bid (Microsoft Excel file) to be downloaded from website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) and then, filled, saved and uploaded (through digital signature) on the same website and not to be submitted in hard copy at all. The financial bid (after filling the rates) should neither be scanned & uploaded, nor, the hard copy of the same should be submitted to the office of CPM/DFCCIL/Varanasi

2.14.4 The rates should be quoted in figures as well as in words. If there is variation between rates quoted in figures and in words, the rate quoted in ‘words’ shall be taken as correct. If more than one or improper rates are tendered for the same item, the tender is liable to be rejected.

Signature of Tenderer(s)





- 2.14.5 Each page of the tender papers is to be signed either physically or digitally signed by the tenderers or such person/son his/their behalf that is/are legally authorized to sign for him / them.
- 2.14.6 The Tender shall be made in the Forms specified in this Tender Document. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents, experience certificates etc. No separate documents like printed annual statements, company brochures, copy of contracts etc. will be entertained.
- 2.14.7 The rates quoted shall be firm, except as specified in the Contract, throughout the period of performance of the assignment upto and including acceptance of the Completion Report by the DFCCIL and discharge of all obligations of the Consultant under the Contract.
- 2.15 Tender Submission Date (TSD)**
- 2.15.1 Tender should be submitted before the time specified at Clause 5.13 of Tender Data Sheet (Volume-II, Section 5) by the time mentioned before the Tender Submission Date in the manner and form as detailed in this Tender Document.
- 2.15.2 The DFCCIL may, in sole discretion, extend the Tender Submission Date by issuing an Addendum/Amendment in accordance with Clause 2.9 uniformly for all Tenderers.
- 2.16 Late Tenders**
- Tenders received by the DFCCIL after the specified time on Tender Submission Date shall not be eligible for consideration and shall be summarily rejected.
- 2.17 Modifications / Substitution & withdrawal of Tenders**
- 2.17.1 A Tenderer may, only in exceptional circumstances, modify, substitute, or withdraw its Tender prior to Tender Submission Date. No Tender shall be modified, substituted, or withdrawn by the Tenderer on or after the Tender Submission Date.

2.17.2 Any alteration / modification in the Tender or additional information material supplied subsequent to the Tender Submission Date, unless the same has been expressly sought for by the DFCCIL, shall be disregarded.

**2.18 Earnest Money Deposit (EMD)**

2.18.1 The Tenderer shall furnish as part of its Tender, an EMD of amount as specified in Clause 5.7 of Tender Data Sheet (Volume-II, Section 5) in the manner specified in GCC.

2.18.2 Any Bid not accompanied by the EMD shall be summarily rejected by the DFCCIL as non-responsive.

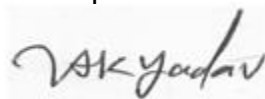
2.18.3 The DFCCIL shall not be liable to pay any interest on the EMD and the same shall be interest free.

2.18.4 The Tenderer, by submitting its Tender pursuant to this Tender Document, shall be deemed to have acknowledged that without prejudice to the DFCCIL's any other right or remedy hereunder or in law or otherwise, the EMD shall be forfeited and appropriated in full by the DFCCIL under the following conditions:

- a) If a Tenderer engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as specified in Clause 2.30 of this Tender Document;
- b) If a Tenderer withdraws its Tender during the period of its validity as specified in this Tender Document and as extended by the Tenderer from time to time;
- c) In the case of the Selected Tenderer, if the Tenderer fails to reconfirm its commitments during negotiation as required vide Clause 2.23;
- d) In the case of a Selected Tenderer, if the Tenderer fails to sign the Contract or commence the assignment as specified in Clause 2.27 and 2.28 respectively; or
- e) If the Tenderer is found to have a Conflict of Interest as specified in Clause 2.2.8.

2.18.5 EMD of the successful Tenderer who is awarded the Consultancy shall be retained by the DFCCIL as part of security for the due and faithful

Signature of Tenderer(s)



fulfillment of the Contract (the “**Security Deposit**”) by the Consultant. The amount of the Security Deposit shall be 5% of the Contract Value. The balance amount to make up the Security Deposit for this Consultancy may be deposited by the Consultant in advance otherwise it will be recovered from the Consultant’s running bills @ 10% deduction from each such bill. Security Deposit shall be returned to the Consultant after the expiry of the Defect Liability Period. Further the Consultant shall deposit a performance guarantee (the “**Performance Guarantee**”) for an amount not less than 5% of the Contract Value in the form of a Bank Guarantee in the Format at Annex-10 of Form of Contract prior to or at the time of execution of the Contract. Performance Guarantee shall be returned after the expiry of the Defect Liability Period.

- 2.18.6 EMD of the unsuccessful Tenderers, if otherwise not forfeited by the DFCCIL in terms of the Clause 2.18.4, will be returned to respective Tenderer.

## **2D. EVALUATION PROCESS**

### **2.19 Opening and Evaluation of Tenders**

- 2.19.1 The DFCCIL shall open the Tenders at the specified time on the Tender Submission Date soon after the closing time of the Tender submission and in the presence of the Tenderers who choose to attend. The envelopes marked “Technical Offer” shall only be opened. The envelopes marked “Financial Offer” shall be kept sealed for opening at a later date.
- 2.19.2 Tenders for which a notice of withdrawal has been submitted in accordance with Clause 2.17 shall not be opened.
- 2.19.3 The DFCCIL shall examine the Tenders in the sequence specified hereunder. The DFCCIL shall first examine the Tenders for responsiveness in terms of Clause 2.21. Only the Tenders found to be responsive, will be examined further for completeness and adequacy of all legal documents submitted as part of the Tender. Only the Tenders that pass this stage of examination will be examined further for Technical Capacity and Financial Capacity as specified at Clause 2.2.2. Thereafter other Eligibility requirements such as Conflict of Interest etc shall be checked for compliance. Tenders not qualifying at any of the stages specified here above shall be rejected at that stage itself. The DFCCIL will subsequently carry out evaluation of the

Technical Offers and the Financial Offers, in that order, in accordance with the provisions set out in Section 3.

- 2.19.4 After the evaluation of the Technical Offers, the DFCCIL shall short list the Tenderers in terms of Clause 3.2 for opening of their Financial Offers. Date, time and venue will be notified to all Tenderers for announcing the result of Technical evaluation and opening of Financial Offers. The opening of Financial Offers shall be done in presence of the respective representatives of Tenderers who choose to be present. The DFCCIL will not entertain any query or clarification from Tenderers who fail to qualify at any stage of the Selection Process. The evaluation of Financial Offers and Final Selection of the Tenders would be carried out in terms of Clauses 3.3 and 3.4.
- 2.19.5 Tenderers are advised that selection of Tenderers will be entirely at the discretion of the DFCCIL. Tenderers will be deemed to have understood and agreed that no explanation or justification on any aspect of the Selection Process or the selection will be given.
- 2.19.6 Any information contained in the Tender shall not in anyway be construed as binding on the DFCCIL, its agents, successors or assigns, but shall be binding against the Tenderer if the Consultancy work is subsequently awarded to that Tenderer under the Selection Process on the basis of such information.
- 2.19.7 The DFCCIL reserves the right not to proceed with the Selection Process at any time without notice or liability and to reject any Tender without assigning any reasons.

## **2.20 Confidentiality**

Information relating to the examination, clarification, evaluation, and recommendation for the selection of Tenderers shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional adviser advising the DFCCIL in relation to or matters arising out of, or concerning the Selection Process. The DFCCIL will treat all information, submitted as part of the Tender, in confidence and will require all those who have access to such material to treat the same in confidence. The DFCCIL may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to

require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/or the DFCCIL.

## **2.21 Tests of Responsiveness**

2.21.1 As the first stage of evaluation process, the DFCCIL shall determine whether each Tender is responsive to the requirements of the Tender Document. A Tender shall be considered responsive only if:

- (a) it is received as per Form-I at Appendix-I (Technical Offer) and Form-II at Appendix-II (Financial Offer);
- (b) it is received on or before the Tender Submission Time and Date including any extension thereof pursuant to Clause 2.15;
- (c) it is accompanied by the EMD as specified in Clause 2.18.
- (d) it is signed, sealed, hard bound and marked as stipulated in Clause 2.11 and 2.14;
- (e) it is accompanied by the Power of Attorney as specified in Clause 2.2.4 with clear evidence of authority for the person(s) executing the Power of Attorney;
- (f) it contains all the information as requested in formats specified in this Tender Document; and
- (g) it does not contain any condition or qualification.

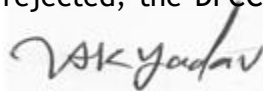
2.21.2 The DFCCIL reserves the right to reject any Tender which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the DFCCIL in respect of such Tender.

## **2.22 Clarification on Tender**

2.22.1 To facilitate evaluation of Tenders, the DFCCIL may, at its sole discretion, seek clarifications from any Tenderer regarding its Tender. Such clarification(s) shall be provided within the time specified by the DFCCIL for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.

2.22.2 If a Tenderer does not provide clarifications sought under Sub-Clause 2.22.1 above within the specified time, its Tender shall be liable to be rejected. In case the Tender is not rejected, the DFCCIL may proceed to evaluate the

Signature of Tenderer(s)



Tender by construing the particulars requiring clarification to the best of its understanding, and the Tenderer shall be barred from subsequently questioning such interpretation of the DFCCIL.

## **2E. APPOINTMENT OF CONSULTANT**

### **2.23 Negotiations**

The first ranked Tenderer (the “**Selected Tenderer**”) may, if necessary, be invited for negotiations. The negotiations shall be either for reducing the price of the Tender, or for re-confirming the obligations of the Consultant, and discussing the deployment of Key Personnel, proposed methodology and work plan. The DFCCIL will also examine the CVs of all Other Professional Personnel and those not found suitable shall have to be replaced by the Tenderer to the satisfaction of the DFCCIL. If the negotiation with the Selected Tenderer fails, the Tender shall be cancelled and the DFCCIL will re-invite the Tender if required.

### **2.24 Substitution of Key Personnel**

2.24.1 The DFCCIL will not normally consider any request of the Selected Tenderer for substitution of Key Personnel during negotiations as the ranking of the Tenderer is based on the evaluation of Key Personnel and any change therein may upset the ranking. Substitution, will, however be permitted if the concerned Key Personnel is not available for reasons of any serious incapacity or due to ill health, subject to equally or better qualified and experienced personnel being substituted to the satisfaction of the DFCCIL.

2.24.2 The DFCCIL expects all the Key Personnel to be available during the first year (12 months) of implementation of the Contract. The DFCCIL will not consider substitution of Key Personnel except under exceptional circumstances beyond the control of Consultant or the Key Personnel. Such Key Personnel being provided in substitution shall be equally or better qualified and experienced personnel as compared to originally provided in Contract. Such substitutions shall be limited to 20% of the Key Personnel or 40% of other Personnel provided in the contract beyond which, as a condition to such substitution, a sum equal to 05% (FIVE) of the remuneration specified for the Personnel in the Contract at the time of such replacement (last drawn remuneration) shall be deducted from the payments due to the Consultant till 12 months of the implementation of the Contract or six months of deployment of the new Personnel, whichever is

later. Such deduction of 05% (FIVE) of the remuneration till six months of deployment of the new Personnel shall also be applicable in cases where replacement of Personnel has either been requested by the DFCCIL pursuant to Clause 4.2.3 and 4.2.4 or the Consultant itself has made the substitution after the first 12 months of the implementation of the Contract. Substitution of the Team Leader will not normally be considered during the first year (12 months) and may lead to termination of the Contract.

2.24.3 If the substitution of Team Leader is done due to reasons attributable to Consultant, a reduction of 20% in the remuneration of TL shall be made for each substitution.

2.24.4 The DFCCIL may direct the Consultant to replace any Key Personnel at any time during the implementation of the Contract on the basis of non-satisfactory performance or otherwise and the Consultant shall have to replace this Key Personnel with more competent and experienced personnel to the satisfaction of the DFCCIL.

## 2.25 Indemnity

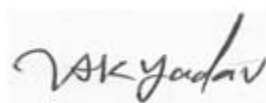
The Consultant shall, subject to the provisions of the Contract, indemnify the DFCCIL for any direct loss or damage that is caused due to any deficiency in services. It shall take professional insurance for the amount specified in the Contract towards this end. This shall be over and above the Security Deposit and Performance Guarantee specified therein.

## 2.26 Award of Consultancy

After selection, a Letter of Acceptance (the “LOA”) shall be issued, in duplicate, by the DFCCIL to the selected Tenderer and the Selected Tenderer shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Tenderer is not received by the stipulated date, the DFCCIL may, unless it consents to extension of time for submission thereof, forfeit and appropriate the EMD of such Tenderer in full on account of failure of the Selected Tenderer to acknowledge the LOA, and cancel the LOA.

## 2.27 Execution of Contract

Signature of Tenderer(s)



After acknowledgement of the LOA as aforesaid by the Selected Tenderer, it shall execute the Contract within the period specified in the LOA, subject to such date not being earlier than one week after the date of issue of LOA. The Selected Tenderer shall not be entitled to seek any deviation in the Contract.

## **2.28 Commencement of Assignment**

The Consultant shall commence the Services at the Project site within the period specified in LOA or such other date to be specified by the DFCCIL through a notice to proceed (the “**Notice to Proceed**” or “**NTP**”) subject to such date not being earlier than two week after the date of issue of the LOA. If the Consultant fails to either execute the Contract as specified in Clause 2.27 or commence the assignment as specified herein, the DFCCIL may cancel the LOA or terminate the contract, as the case may be. In such an event, the EMD, Security Deposit and Performance Guarantee of the Selected Tenderer shall be forfeited/encashed and appropriated in full. Besides any other penal action as deemed fit by the DFCCIL will also be initiated.

## **2.29 Proprietary Data**

All documents and other information provided by the DFCCIL or submitted by a Tenderer to the DFCCIL shall remain or become the property of the DFCCIL. Tenderers and the Consultant, as the case may be, are to treat all information as strictly confidential. The DFCCIL will not return any Tender or any information related thereto. All information collected, analysed, processed or in whatever manner, provided by the consultant to the DFCCIL in relation to the Consultancy shall remain or become the property of the DFCCIL.

## **2.30 Fraud and Corrupt Practices**

- 2.30.1 The Tenderers and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this Tender Document, the DFCCIL shall reject a Tender without being liable in any manner whatsoever to the Tenderer, if it determines that the Tenderer has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Selection Process. In such an event, the DFCCIL shall,



without prejudice to its any other rights or remedies, forfeit and appropriate the EMD or Security Deposit, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the DFCCIL for, inter alia, time, cost and effort of the DFCCIL, in regard to the Tender Document, including consideration and evaluation of such Tenderer's Tender.

2.30.2 Without prejudice to the rights of the DFCCIL under Clause 2.29.1 hereinabove and the rights and remedies which the DFCCIL may have under the LOA or the Contract, if an Tenderer or Consultant, as the case may be, is found by the DFCCIL to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOA or the execution of the Contract, such Tenderer or Consultant shall not be eligible to participate in any tender invited by the DFCCIL during a period of 2 (two) years from the date such Tenderer or Consultant, as the case may be, is found by the DFCCIL to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices, as the case may be.

2.30.3 For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:

- (a) **“corrupt practice”** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the DFCCIL who is or has been associated in any manner, directly or indirectly with the Selection Process or the LOA or has dealt with matters concerning the Contract or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the DFCCIL, shall be deemed to constitute influencing the actions of a person connected with the Selection Process; or (ii) engaging in any manner whatsoever, whether during the Selection Process or after the issue of the LOA or after the execution of the Contract, as the case may be, any person in respect of any matter relating to the Project(s) or

the LOA or the Contract, who at any time has been or is a contractor or design consultant of the DFCCIL in relation to any matter concerning the Project(s);

- (b) **“fraudulent practice”** means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- (c) **“coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;
- (d) **“undesirable practice”** means (i) establishing contact with any person connected with or employed or engaged by the DFCCIL with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- (e) **“restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Tenderers with the objective of restricting or manipulating a full and fair competition in the Selection Process.

## **2.31 Pre-Bid Conference / Pre-Tender Conference**

- 2.31.1 Pre-Tender Conference or Pre- Bid Conference of the Tenderers shall be convened at the designated date, time and place. It is not mandatory for any tenderer to participate in the Pre-Bid Conference. A maximum of two representatives of each Tenderer shall be allowed to participate on production of an authority letter from the Tenderer.
- 2.31.2 During the course of Pre-Tender Conference, the Tenderers will be free to seek clarifications and make suggestions for consideration of the DFCCIL. The DFCCIL shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Selection Process.

## **2.32 Miscellaneous**

- 2.32.1 The Selection Process shall be governed by and construed in accordance with the laws of India, and the Courts at the city, where the office of tender inviting official is located, shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process or the Contract.
- 2.32.2 The DFCCIL, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:
- (a) suspend and/or cancel the Selection Process and/or amend and/or supplement the Selection Process or modify the dates or other terms and conditions relating thereto;
  - (b) consult with any Tenderer in order to receive clarification or further information;
  - (c) retain any information and/or evidence submitted to the DFCCIL by, on behalf of and/or in relation to any Tenderer; and/or
  - (d) independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any Tenderer.
- 2.32.3 It shall be deemed that by submitting the Tender, the Tenderer agrees and releases the DFCCIL, its employees, agents and advisers, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/or performance of any obligations hereunder, pursuant hereto and/or in connection herewith and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or future.

\_\_\_\_\_END OF INSTRUCTION TO TENDERERS\_\_\_\_\_

### 3. CRITERIA FOR EVALUATION

#### 3.1 Evaluation of Technical Offers

3.1.1 Only those Tenderers whose Tenders are found responsive in terms of Clause 2.21 and who meet the eligibility criteria specified in Clause 2.2 determined in the sequence specified in Clause 2.19.3 shall qualify for evaluation under this Section 3. Tenders not meeting with the requirements at any stage as specified in Clause 2.19.3 shall be rejected. Tenderers will be evaluated on the basis of Tenderer's experience and the professional qualifications and experience of Key Personnel. Only those Tenderers whose Technical Offer score 70(seventy) marks or more out of 100 shall qualify for further consideration and selection.

3.1.2 The scoring criteria to be used for evaluation shall be as follows.

Item Code	Parameter	Maximum marks	Criteria
1	Firm's Relevant Experience	30	<p>For completed/substantially completed Eligible Assignments as defined in clauses 3.1.3 and 5.20, marks will be allotted as per the following:</p> <ol style="list-style-type: none"> <li>1) For one substantially completed Eligible Assignment: 18 marks</li> <li>2) For one completed Eligible Assignment: 20 marks</li> <li>3) For two substantially completed Eligible Assignments: 20 marks</li> <li>4) For more than two substantially completed Eligible Assignments: 22 marks</li> <li>5) For one completed and one substantially completed Eligible Assignment: 22 marks</li> <li>6) For one completed and two or more substantially completed Eligible Assignments: 23 marks</li> <li>7) For two completed Eligible Assignments: 24 marks</li> <li>8) For two completed and one substantially completed Eligible Assignment: 26 marks</li> <li>9) For two completed and two or more</li> </ol>

Item Code	Parameter	Maximum marks	Criteria
			<p>substantially completed Eligible Assignments: 28 marks</p> <p>10) For three or more completed Eligible Assignments: 30 marks</p> <p>Note - The meaning of substantially completed assignment is defined in clause 2.2.2(A).</p>
2	Key Personnel's Professional Qualification, length of total Professional Experience and length of Relevant Experience	70	<p>Number of Key personnel required and their responsibilities shall be as per Clause 5.18.3 (i), Conditions of eligibility for the Key Personnel shall be as per Clause 5.18.3 (ii) and maximum marks to be awarded to each Key Personnel out of 70 marks shall be as per Clause 5.19. Marks for each Key Personnel will be awarded as given below, based on professional qualification, length of total professional experience and length of relevant experience as defined in clause 5.18.3:-</p> <p><b>(a) Professional qualification - 30 per cent marks-</b> The breakup of this 30 per cent shall be as under:-</p> <p>(i) Essential - Diploma in relevant engineering domain. If the Key Personnel has a Diploma in the relevant engineering domain, he shall be awarded 20 per cent marks</p> <p>(ii) Preferred - Graduate degree in relevant engineering domain. If the Key Personnel has a graduate degree in the relevant engineering domain, he shall be awarded 30 per cent marks.</p> <p><u>Note</u> - For Team Leader essential qualification shall be graduate degree in relevant engineering domain and he shall be awarded 30 per cent marks, if he has graduate degree</p> <p><b>(b) Length of experience -70 per cent marks.</b> The breakup of this 70 per cent shall be as under:</p> <p>Experience shall be divided into two parts i.e. total professional experience and relevant</p>

Item Code	Parameter	Maximum marks	Criteria
			<p>experience for the assignment.</p> <p>Total professional experience shall be assigned 25 per cent marks and relevant experience shall be assigned 45 per cent marks.</p> <p>(i) If the key personnel is having length of total professional experience equal to the length of total professional experience required for eligibility as specified in Clause 5.18.3 (ii), he shall be assigned 15 per cent marks, and additional two per cent mark shall be assigned for each additional year of experience subject to maximum of total 25 per cent.</p> <p>(ii) If the key personnel is having length of relevant experience equal to the length of relevant experience required for eligibility as specified in Clause 5.18.3 (ii), he shall be assigned 30 per cent marks, and additional 3 per cent marks shall be assigned for each additional year of relevant experience subject to maximum of total 45 per cent marks.</p>

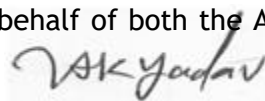
### 3.1.3 Eligible Assignments

For the purposes of determining conditions of Eligibility and for evaluating the Technical offers under this Tender, completed/ substantially completed contracts of Project Management Consultancy Services/ General Consultancy Services/ Services of Independent Engineer (the services actually provided under the contract must include construction supervision) for the projects specified in Clause 5.20 shall be deemed as Eligible Assignments (the “**Eligible Assignments**”).

Note1- For definition of completed/substantially completed assignments refer clause 2.2.2(A)

Note2- Contracts of Independent Engineer services refer to contracts given by Concession awarding Authorities to consulting firms to independently review activities associated with design, design review, construction supervision, quality control etc. of the project on behalf of both the Authority and the Concessionaire

Signature of Tenderer(s)



so as to ensure compliance of the requirements of the provisions of Concession Agreement.

- 3.1.4 Eligible Assignments undertaken by the Tenderer in railway as well as non-railway sectors shall be equally treated.

### 3.2 Short-listing of Tenderers

Tenderers ranked as aforesaid shall be technically pre-qualified and short-listed for financial evaluation in the second stage. However, if the number of such short-listed Tenderers is less than two, the DFCCIL may, in its sole discretion, pre-qualify the Tenderer(s) whose technical score is less than 70 but not in any case less than 50, provided that in such an event, the total number of pre-qualified and short-listed Tenderers shall not exceed two. In other words for example if only one Tenderer secures more than 70 and gets shortlisted, then the Tenderer who has secured the highest score among those who have not got shortlisted (securing score between 50 and 70) shall be considered and short listed notwithstanding his score being less than 70. The DFCCIL shall notify those Tenderers whose Technical Offers did not meet the minimum qualifying standard or whose Tenders were rejected at any of the evaluation stage specified hereabove. Their Financial Offers will not be opened by the DFCCIL after completing the Selection Process and no further correspondence would be entertained.

### 3.3 Evaluation of Financial Offers

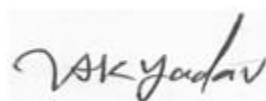
- 3.3.1 Financial Offers of only the short-listed Tenderers shall be opened.
- 3.3.2 For the purpose of evaluation, the total cost shall include all taxes and duties for which the DFCCIL will make payments to the Consultant.
- 3.3.3 The DFCCIL will determine whether the Financial Proposals are complete, unqualified and unconditional. If there are conditions attached to any Financial Offer, which shall have bearing on the total costs as indicated in the Offer, the DFCCIL shall reject such Offers as non-responsive Financial Offer. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if any, in costing any item shall not entitle the Tenderer to be compensated and the liability to fulfill its obligations as per the TOR within the total quoted price shall be that of the Consultant.

**3.4 Final Selection**

- 3.4.1 The Financial Offers will be ranked in terms of their total evaluated cost. The least cost proposal will be ranked as L-1 and the next higher and so on will be ranked as L-2, L-3 etc. The least cost proposal (L-1) will be considered for invitation for negotiation (if required) and award of contract.
- 3.4.2 The negotiation with the Selected Tenderer, L-1 will be carried out as specified in Clause 2.23.

\_\_\_\_\_END OF CRITERIA FOR EVALUATION\_\_\_\_\_

Signature of Tenderer(s)





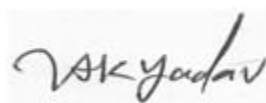
---

**VOLUME I**

**SCHEDULE I**

**GENERAL CONDITIONS OF CONTRACT  
(GCC)**

Signature of Tenderer(s)



## GENERAL CONDITIONS OF CONTRACT

### 1. GENERAL

#### 1.1 Definitions and Interpretation

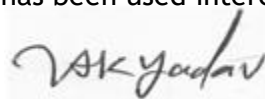
1.1.1 The words and expressions beginning with capital letters and defined in this Contract shall, unless the context otherwise requires, have the meaning hereinafter respectively assigned to them:

- (a) “Applicable Laws” means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time;
- (b) “City” means the town/city of Mughalsarai / Varanasi or any place in project jurisdiction;
- (c) “Client/Employer” means the Dedicated Freight Corridor Corporation of India Limited (DFCC) which expression shall also include its legal successors and permitted assigns. The phrase “Client” or “Employer” wherever used is synonymous and interchangeable.
- (d) “Consultant” means the person / Company / JV named in the Contract who has to perform this Service for DFCCIL and which expression shall include his/their legal successors and permitted assigns.
- (e) “Contractor(s)” shall mean the person / Firm / Company / JV whether incorporated or not who enters into the contract with the DFCCIL for executing the works contract portion of the Project and shall include their executors, administrators, and successors and permitted assigns.
- (f) “Contractor’s authorized engineer” shall mean a graduate engineer having more than 3 years experience in the relevant field of construction work involved in the contract from Contractor side, duly approved by Engineer.
- (g) “Employer’s Representative (Engineer-in-Charge)” shall mean CPM of DFCCIL.
- (h) “Engineer’s Representative” shall mean APM / PM / Dy. CPM / Add. CPM of DFCCIL in direct charge of the work and shall include any Executive / Sr. Executive, APM/PM / Dy. CPM of DFCCIL of Civil Engineering / Signal & Telecommunication Engineering / Electrical Engineering Department appointed by the Railway / DFCCIL and shall mean and include the Engineer’s Representative of the PMC appointed by Railway/DFCCIL.
- (i) “Contract” means this Contract, together with all the Annexes;
- (j) “Contract Value” shall have the meaning set forth in the Agreement;

- (k) "Conflict of Interest" shall have the meaning set forth in Clause 3.2 read with the provisions of Tender Document;
- (l) "Dispute" shall have the meaning set forth in Clause 10.2.1;
- (m) "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause 2.1;
- (n) "GCC" mean the General Condition of Contract.
- (o) "Government" means the Government of India;
- (p) "INR, Re. or Rs." means Indian Rupees;
- (q) "Letter of Acceptance" means the letter from client conveying the acceptance of offer subject to such reservations as might have been stated therein"
- (r) "Member", in case the Consultant consists of a joint venture or consortium of more than one entity, means any of these entities, and "Members" means all of these entities;
- (s) "Personnel" means persons hired by the Consultant as employees and assigned to the performance of the Services or any part thereof;
- (t) "Period of Consultancy Services" shall mean the time between Date of Commencement and end or Period of Completion as given in SCC.
- (u) "Party" means the DFCCIL or the Consultant, as the case may be, and Parties means both of them;
- (v) "SCC" means the Special Conditions of Contract by which these General Conditions of Contract (GCC) may be amended or supplemented.
- (w) "Services" means the work to be performed by the Consultant pursuant to this Contract, as described in the Terms of Reference hereto;
- (x) "Terms and expression not herein defined" shall have the meanings assigned to them in the "Indian General Clauses Act, 1897, or the "Indian Contract Act" or the Indian Sales Goods Act or any other applicable Indian Law, as the case may be or anywhere else in these documents.
- (y) "Tender Document" means the tender document in response to which the Consultant's tender for providing Services was accepted; and
- (z) "Third Party" means any person or entity other than the Government, the DFCCIL or the Consultant.

The word 'Project' and 'Work' has been used interchanged only.

Signature of Tenderer(s)



All terms and words not defined herein shall, unless the context otherwise requires, have the meaning assigned to them in the Tender Document.

## **1.2 Relation between the Parties**

Nothing contained herein shall be construed as establishing a relation of master and servant or of agent and principal as between the DFCCIL and the Consultant. The Consultant shall, subject to this Contract, have complete charge of Personnel performing the Services and shall be fully responsible for the Services performed by them or on their behalf hereunder.

### **1.1.2 Interpretation**

In the Contract except where the context requires otherwise:

- a. words indicating one gender include all genders
- b. words indicating the singular also include the plural and words indicating the plural also include the singular, and
- c. “written” or “in writing” means hand-written, type written, printed or electronically made and resulting in a permanent record.

The marginal words and other heading shall not be taken into consideration in interpretation of these conditions.

## **1.3 Rights and obligations**

The mutual rights and obligations of the DFCCIL and the Consultant shall be as set forth in the Contract; in particular:

- (a) The Consultant shall carry out the Services in accordance with the provisions of the Contract; and
- (b) The DFCCIL shall make payments to the Consultant in accordance with the provisions of the Contract.

## **1.4 Governing law, jurisdiction & Priority of Documents**

### **1.4.1 Law Governing Contract**

This Contract shall be construed and interpreted in accordance with and governed by the laws of India, and the courts at the City shall have jurisdiction over matters arising out of or relating to this Contract.

### **1.4.2 Jurisdiction of Courts**

This is a condition of contract that the courts at Delhi/New Delhi shall have exclusive jurisdiction to try all disputes between the parties arising out of this Contract.

### 1.4.3 Priorities of Documents

The several documents forming the contract are to be taken as mutually explanatory as one another. If any inconsistency or discrepancy is found in the documents the Client shall issue any necessary clarification or instruction. For the purpose of interoperation the priority of documents shall be in accordance with the following sequence.

- a) The Contract agreement (if completed)
- b) The letter of award
- c) Letter of invitation
- d) Terms of Reference (TOR)
- e) The Schedules
- f) Special Conditions of Contract (SCC)
- g) General Conditions of Contract (GCC)
- h) Any other documents forming part of Contract.

### 1.4.4 Joint and Several Liabilities

If the Consultant (Under Applicable Law) a Joint Venture, Consortium or other Incorporated Group of two or more Members:

- a) These Members shall be deemed to be jointly and severally liable to the Client for the performance of the Contract.
- b) These members shall notify the Client or their Lead Member who shall have authority to bind the Consultant and each of these persons; and
- c) The Consultant shall not alter its composition or legal status without the prior written consent of Client.

### 1.5 Language

All notices required to be given by one Party to the other Party and all other communications, documentation and proceedings which are in any way relevant to this Contract shall be in writing and in English language.

### 1.6 Table of contents and headings

The table of contents, headings or sub-headings in this Contract are for convenience of reference only and shall not be used in, and shall not affect, the construction or interpretation of this Contract.

## 1.7 Notices

Any notice or other communication to be given by any Party to the other Party under or in connection with the matters contemplated by this Contract shall be in writing and shall:

- (a) in the case of a notice meant for the Consultant, be given by fax and by letter delivered by courier, post or hand to the address given and marked for attention of the Consultant's Representative set out below in Clause 1.10 or to such other person as the Consultant may from time to time designate by notice to the DFCCIL;
- (b) in the case the Consultant issues a notice to the DFCCIL, it could be given by fax and by letter delivered by hand and be addressed to the DFCCIL with a copy delivered to the DFCCIL Representative set out below in Clause 1.10 or to such other person as the DFCCIL may from time to time designate by notice to the Consultant; and
- (c) any notice or communication by a Party to the other Party, given in accordance herewith, shall be deemed to have been delivered when in the normal course of post it ought to have been delivered.

## 1.8 Location

The Services shall be performed at the site of the Project in accordance with the provisions of Tender Document and at such locations as are incidental thereto, including the offices of the Consultant.

## 1.9 Authority of Member-in-charge

In case the Consultant consists of a consortium of more than one entity, the Parties agree that the Authorised Member shall act on behalf of the Members in exercising all the Consultant's rights and obligations towards the DFCCIL under this Contract, including without limitation the receiving of instructions and payments from the DFCCIL.

## 1.10 Authorised Representatives

1.10.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the DFCCIL or the Consultant, as the case may be, may be taken or executed by the officials specified in this Clause 1.10.

1.10.2 The DFCCIL may, from time to time, designate one of its officials as the DFCCIL's Representative. Unless otherwise notified, the DFCCIL Representative shall be Deputy Chief Project Manager/Engineering/Mughalsarai (DyCPM/Engg/MGS).

1.10.3 The Consultant will designate the Chief Resident Engineer, who is the Team Leader of the Consultancy Team as Consultant's Representative.

#### **1.11 Taxes and duties**

Unless otherwise specified in the Contract, the Consultant shall pay all such taxes, duties, fees and other impositions as may be levied under the Applicable Laws and the DFCCIL shall perform such duties in regard to the deduction of such taxes as may be lawfully imposed on it. The GST, as applicable shall be paid extra.

### **2. COMMENCEMENT, COMPLETION AND TERMINATION OF CONTRACT**

#### **2.1 Effectiveness of Contract**

This Contract shall come into force and be effective from the date specified in the Letter of Acceptance of this Contract (the "Effective Date").

#### **2.2 Commencement of Services**

The Consultant shall commence the Services within the period specified in either the Letter of Acceptance or the Notice to Proceed, unless otherwise agreed by the Parties.

#### **2.3 Termination of Contract for failure to commence Services**

If the Consultant does not commence the Services within the period specified in Clause 2.2 above, the DFCCIL may, by not less than 2 (two) weeks' notice to the Consultant, declare this Contract to be null and void, and in the event of such a declaration, the EMD, the Security Deposit and the Performance Guarantee of the Consultant shall stand forfeited.

#### **2.4 Expiration of Contract**

Unless terminated earlier pursuant to Clause 2.9 hereof, this Contract shall expire when the Services have been completed, all payments due under this Contract have been made and a period of one month has elapsed after expiry of the Defect Liability Period.

#### **2.5 Entire Contract**

2.5.1 This Contract, the LOA, the NTP, the GCC, the SCC, the Terms of Reference and other Annexes together constitute a complete and exclusive statement of the terms of the Contract between the Parties on the subject hereof, and no amendment or modification hereto shall be valid and effective unless such modification or amendment is agreed to in writing by the Parties and duly executed by persons especially empowered in this behalf by the respective Parties. All prior written or oral understandings, offers or other communications of every

kind pertaining to this Contract are abrogated and withdrawn; provided, however, that the obligations of the Consultant arising out of the provisions of the Tender Document shall continue to subsist and shall be deemed as part of this Contract.

2.5.2 Without prejudice to the generality of the provisions of Clause 2.5.1, on matters not covered by this Contract, the provisions of Tender Document shall apply.

## **2.6 Modification of Contract**

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services, may only be made by written agreement between the Parties. Each Party shall give due consideration to any proposals for modification made by the other Party.

## **2.7 Force Majeure**

### **2.7.1 Definition**

- (a) For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by government agencies.
- (b) Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party’s agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Contract and (B) avoid or overcome in the carrying out of its obligations hereunder.
- (c) Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

### **2.7.2 No breach of Contract**

The failure of a Party to fulfill any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable



alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

#### 2.7.3 Measures to be taken

- (a) A Party affected by an event of Force Majeure shall take all reasonable measures to remove such Party's inability to fulfill its obligations hereunder with a minimum of delay.
- (b) A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any event not later than fourteen (14) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give notice of the restoration of normal conditions as soon as possible.
- (c) The Parties shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

#### 2.7.4 Extension of time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

#### 2.7.5 Payments

During or any time after the period of its inability to perform the Services as a result of an event of Force Majeure, the Consultant shall not be reimbursed any costs incurred by it during such period for the purposes of the Services and in reactivating the Services after the end of such period.

#### 2.7.6 Consultation

Not later than thirty (30) days after the Consultant has, as the result of an event of Force Majeure, become unable to perform a material portion of the Services, the Parties shall consult with each other with a view to agreeing on appropriate measures to be taken in the circumstances.

### 2.8 Suspension of Contract

The DFCCIL may, by written notice of suspension to the Consultant, suspend all payments to the Consultant hereunder if the Consultant shall be in breach of this Contract or shall fail to perform any of its obligations under this Contract, including the carrying out of the Services; provided that such notice of suspension (i) shall specify the nature of the breach or failure, and (ii) shall provide an opportunity to the Consultant to remedy such breach or failure within a period not

exceeding thirty (30) days after receipt by the Consultant of such notice of suspension.

## **2.9 Termination of Contract**

2.9.1 The DFCCIL may, by not less than thirty (30) days' written notice of termination to the Consultant, such notice to be given after the occurrence of any of the events specified in this Clause 2.9.1, terminate this Contract if:

- (a) the Consultant fails to remedy any breach hereof or any failure in the performance of its obligations hereunder, as specified in a notice of suspension pursuant to Clause 2.8 hereinabove, within thirty (30) days of receipt of such notice of suspension or within such further period as the DFCCIL may have subsequently granted in writing;
- (b) the Consultant becomes insolvent or bankrupt or enters into any Contract with its creditors for relief of debt or take advantage of any law for the benefit of debtors or goes into liquidation or receivership whether compulsory or voluntary;
- (c) the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 10 hereof;
- (d) the Consultant submits to the DFCCIL a statement which has a material effect on the rights, obligations or interests of the DFCCIL and which the Consultant knows to be false;
- (e) any document, information, data or statement submitted by the Consultant in its Proposals, based on which the Consultant was considered eligible or successful, is found to be false, incorrect or misleading;
- (f) as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or
- (g) the DFCCIL, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

2.9.2 Upon termination of this Contract pursuant to Clauses 2.3 or 2.9 hereof, or upon expiration of this Contract pursuant to Clause 2.4 hereof, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth in Clause 3.3 hereof, (iii) the Consultant's obligation to permit inspection, copying and auditing of its accounts and records set forth in Clause 3.6 (ii) hereof, and any right or remedy which a Party may have under this Contract or the Applicable Law. Upon termination of this Contract pursuant to

Clauses 2.3 or 2.9 hereof, the Security Deposit and the Performance Guarantee shall be forfeited by the DFCCIL.

#### **2.9.3 Cessation of Services**

Upon termination of this Contract pursuant to Clauses 2.9.1 hereof, the Consultant shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Consultant and equipment and materials furnished by the DFCCIL, the Consultant shall proceed as provided respectively by Clauses 3.9 or 3.10 hereof.

#### **2.9.4 Payment upon Termination**

Upon termination of this Contract pursuant to Clauses 2.9.1 hereof, the DFCCIL shall make the following payments to the Consultant (after offsetting against these payments any amount that may be due from the Consultant to the DFCCIL):

- (i) remuneration pursuant to Clause 6 hereof for Services satisfactorily performed prior to the date of termination;
- (ii) reimbursable expenditures pursuant to Clause 6 hereof for expenditures actually incurred prior to the date of termination; and
- (iii) except in the case of termination pursuant to sub-clauses (a) through (e) of Clause 2.9.1 hereof, reimbursement of any reasonable cost incidental to the prompt and orderly termination of the Contract including the cost of the return travel of the Consultant's personnel.

#### **2.10 Supersession of the Consultant**

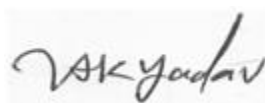
In case a situation so arise, the DFCCIL may supersede any or all of the instructions issued by the Consultant to the Contractor(s) during a particular period of time by issuing its own fresh instructions to the Contractor(s). Further the DFCCIL may take over any or part of activities hitherto being carried out by the Consultant and this may cause removal of certain Personnel from the Project(s) by the Consultant. The Consultant shall not be entitled for any compensation over any of the actions of DFCCIL specified under this Clause.

### **3. OBLIGATIONS OF THE CONSULTANT**

#### **3.1 General**

##### **3.1.1 Standards of Performance**

Signature of Tenderer(s)



The Consultant shall perform the Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the DFCCIL, and shall at all times support and safeguard the DFCCIL's legitimate interests in any dealings with Third Parties.

### 3.1.2 Terms of Reference

The scope of Services to be performed by the Consultant is specified in the Terms of Reference (the “TOR”) at Annex-3 of this Contract. The Consultant shall provide the deliverables specified therein in conformity with the time schedule stated therein.

### 3.1.3 Applicable Laws

The Consultant shall perform the Services in accordance with the Applicable Laws and shall take all practicable steps to ensure that any Personnel and agents of the Consultant comply with the Applicable Laws.

## 3.2 Conflict of Interest

3.2.1 The Consultant shall not have a Conflict of Interest and any breach hereof shall constitute a breach of the Contract.

3.2.2 Consultant and Affiliates not to be otherwise interested in the Project

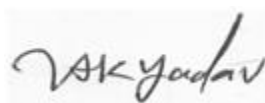
The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant shall be disqualified from providing goods, works, services, loans or equity for any project resulting from or closely related to the Services and any breach of this obligation shall amount to a Conflict of Interest. For the avoidance of doubt, an entity affiliated with the Consultant shall include a partner in the Consultant's firm or a person who holds more than 5% (five per cent) of the subscribed and paid up share capital of the Consultant, as the case may be, and any Associate thereof.

3.2.3 Prohibition of conflicting activities

Neither the Consultant nor its Personnel shall engage, either directly or indirectly, in any of the following activities:

- (a) during the term of this Contract, any business or professional activities which would conflict with the activities assigned to them under this Contract;

Signature of Tenderer(s)



- (b) after the termination of this Contract, such other activities as may be specified in the Contract; or
- (c) at any time, such other activities as have been specified in the Tender Document as Conflict of Interest.

3.2.4 Consultant not to benefit from commissions discounts, etc.

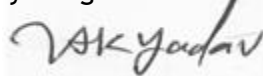
The remuneration of the Consultant pursuant to Clause 6 hereof shall constitute the Consultant's sole remuneration in connection with this Contract or the Services and the Consultant shall not accept for its own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of its obligations hereunder, and the Consultant shall use its best efforts to ensure that any of its Personnel or agents, similarly shall not receive any such additional remuneration.

3.2.5 The Consultant and its Personnel shall observe the highest standards of ethics and have not engaged in and shall not hereafter engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "**Prohibited Practices**"). Notwithstanding anything to the contrary contained in this Contract, the DFCCIL shall be entitled to terminate this Contract forthwith by a communication in writing to the Consultant, without being liable in any manner whatsoever to the Consultant, if it determines that the Consultant has, directly or indirectly or through an agent, engaged in any Prohibited Practices in the Selection Process or before or after entering into of this Contract. In such an event, the DFCCIL shall forfeit and appropriate the performance security, if any, as mutually agreed genuine pre-estimated compensation and damages payable to the DFCCIL towards, inter alia, time, cost and effort of the DFCCIL, without prejudice to the DFCCIL's any other rights or remedy hereunder or in law.

3.2.6 Without prejudice to the rights of the DFCCIL under Clause 3.2.5 above and the other rights and remedies which the DFCCIL may have under this Contract, if the Consultant is found by the DFCCIL to have directly or indirectly or through an agent, engaged or indulged in any Prohibited Practices, during the Selection Process or before or after the execution of this Contract, the Consultant shall not be eligible to participate in any tender or Tender Document issued during a period of 2 (two) years from the date the Consultant is found by the DFCCIL to have directly or indirectly or through an agent, engaged or indulged in any Prohibited Practices.

3.2.7 For the purposes of Clauses 3.2.5 and 3.2.6, the following terms shall have the meaning hereinafter respectively assigned to them:

Signature of Tenderer(s)

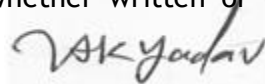


- (a) **“corrupt practice”** means the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Selection Process (for removal of doubt, offering of employment or employing or engaging in any manner whatsoever, directly or indirectly, any official of the DFCCIL who is or has been associated in any manner, directly or indirectly with Selection Process or LOA or dealing with matters concerning the Contract before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the DFCCIL, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) engaging in any manner whatsoever, whether during the Selection Process or after the issue of LOA or after the execution of the Contract, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Contract, who at any time has been or is a legal, financial or technical adviser the DFCCIL in relation to any matter concerning the Project;
- (b) **“fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- (c) **“coercive practice”** means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the Selection Process or the exercise of its rights or performance of its obligations by the DFCCIL under this Contract;
- (d) **“undesirable practice”** means (i) establishing contact with any person connected with or employed or engaged by the DFCCIL with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- (e) **“restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Tenderers with the objective of restricting or manipulating a full and fair competition in the Selection Process.

### 3.3 Confidentiality

The Consultant or its Personnel shall not, either during the term or within two years after the expiration or termination of this Contract, disclose any proprietary information, including information relating to reports, data, drawings, design software or other material, whether written or oral, in electronic or magnetic

Signature of Tenderer(s)



format, and the contents thereof; and any reports, digests or summaries created or derived from any of the foregoing that is provided by the DFCCIL to the Consultant and its Personnel; any information provided by or relating to the DFCCIL, its technology, technical processes, business affairs or finances or any information relating to the DFCCIL's employees, officers or other professionals or suppliers, customers, or contractors of the DFCCIL; and any other information which the Consultant is under an obligation to keep confidential in relation to the Project, the Services or this Contract ("**Confidential Information**"), without the prior written consent of the DFCCIL.

Notwithstanding the aforesaid, the Consultant or its Personnel may disclose Confidential Information to the extent that such Confidential Information:

- (i) was in the public domain prior to its delivery to the Consultant and its Personnel become a part of the public knowledge from a source other than the Consultant and its Personnel;
- (ii) was obtained from a third party with no known duty to maintain its confidentiality;
- (iii) is required to be disclosed by Law or judicial or administrative or arbitral process or by any Governmental Instrumentalities, provided that for any such disclosure, the Consultant and its Personnel shall give the DFCCIL, prompt written notice, and use reasonable efforts to ensure that such disclosure is accorded confidential treatment;
- (iv) is provided to the professional advisers, agents, auditors or representatives of the Consultant or its Personnel, as is reasonable under the circumstances; provided, however, that the Consultant or its Personnel, shall require their professional advisers, agents, auditors or its representatives, to undertake in writing to keep such Confidential Information, confidential and shall use its best efforts to ensure compliance with such undertaking.

### **3.4 Liability of the Consultant**

3.4.1 The Consultant's liability under this Contract shall be determined by the Applicable Laws and the provisions hereof.

3.4.2 Consultant's liability towards the DFCCIL

The Consultant shall, subject to the limitation specified in Clause 3.4.3, be liable to the DFCCIL for any direct loss or damage accrued or likely to accrue due to deficiency in Services rendered by it. The authority to decide and quantify the Consultant's liability in terms of this Clause shall rest with the DFCCIL. However,

Signature of Tenderer(s)



this authority shall be exercised by an officer of rank not less than the Chief Project Manager (CPM) of the DFCCIL.

- 3.4.3 The Parties hereto agree that in case of negligence or willful misconduct on the part of the Consultant or on the part of any person or firm acting on behalf of the Consultant in carrying out the Services, the Consultant, with respect to damage caused to the DFCCIL's property, shall not be liable to the DFCCIL:

- (i) for any indirect or consequential loss or damage; and
- (ii) for any direct loss or damage that exceeds (a) the Contract Value set forth in Clause 6.1.2 of this Contract, or (b) the proceeds the Consultant may be entitled to receive from any insurance maintained by the Consultant to cover such a liability in accordance with Clause 3.5.2, whichever of (a) or (b) is higher.

This limitation of liability shall not affect the Consultant's liability, if any, for damage to Third Parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services.

#### 3.4.4 Indemnity

The Consultant shall, subject to the provisions of the Contract, indemnify the DFCCIL for any direct loss or damage that is caused due to any deficiency in the Services including any excess billing claimed by the Contractor and paid by the DFCCIL either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel. The Consultant shall take out and maintain professional insurance at his own cost for the amount specified in Clause 3.5 towards this end. This shall be over and above the Security Deposit and Performance Guarantee specified in Clause 7.1.

#### 3.5 Insurance to be taken out by the Consultant

- 3.5.1 (a) The Consultant shall take out and maintain, at its own cost but on terms and conditions approved by the DFCCIL, following insurance policies against and for the coverage of risks in accordance with good industry practice including but not limited to those specified here below:

##### (i) Professional Indemnity Cover by the Consultant

The (PMC) Consultant should take a Professional Indemnity Insurance policy, with the name of DFCCIL as beneficiary of the insurance proceeds, to cover the following risks:

- Negligence, Errors and Omissions by the Personnel of the (PMC) Consultant
- Failure of the (PMC) Consultant to perform the Services



The limit of indemnity to be obtained should be at least 10 times the value of the Consultancy Contract and it shall be available all through the Contract period and also for a period of three years beyond the Contract Period.

**(ii) Fidelity Guarantee covers by the Consultant**

The consultant will buy a policy with the name of DFCCIL as beneficiary of the insurance proceeds against infidelity by any or all the employees supervising the Contractor's works on behalf of the Consultant to cover the direct financial loss to the DFCCIL due to excess payment to the contractors/suppliers due to intentional collusion with Contractors/Suppliers resulting in raising/passing of bills in excess of the works executed at the site. The limit of indemnity should be at least 5 times of the value of the Consultancy Contract.

**(iii) Employer's liability and Workmen's Compensation Insurance**

The Contractor and Consultant should take separate appropriate Insurance policies as required by law with the name of the Consultant as beneficiary of the insurance proceeds and submit copy of such policies to the DFCCIL.

**(iv) Contractor All Risk Insurance**

The principal Consultant should buy a Contractor All Risk (CAR) Insurance cover, with the name of DFCCIL as beneficiary of the insurance proceeds, which will include their sub-consultants/contractors equivalent to following values covering the entire Contract period including Defect Liability Period:

- a. Risks due to External perils and Failure to perform to the extent of full value of the works contract.
- b. Damage to adjacent property to the extent of 10% of the value of the works contract.
- c. Third Party Liability cover to the extent of Rs.1crores for property damage & bodily injury to the third party individuals on each occasion without any limit on the number of occasions.
- d. Clearance and Removal of debris in the event of damage to the works due to External Perils to the extent of Rs.1 crores.
- e. Cross Liability cover Damage to the extent of 10% of the value of the works contract.
- f. Damage or Major Breakdowns of Plants and Equipments, each costing 5% of the project value or more to the extent of its replacement cost.
- g. All the vehicles used by consultants in connection with the work shall be ensured to protect the interest of Employer.

- (b) At the time of signing of the Contract Agreement, the Consultant shall produce the documentary evidence of having processed/purchased all the insurances

required. Within 15 (fifteen) days of receiving any insurance policy certificate in respect of insurances required to be obtained and maintained under this clause, the Consultant shall furnish to the DFCCIL, copies of such policy certificates, copies of the insurance policies and evidence that the insurance premia have been paid in respect of such insurance. No insurance shall be cancelled, modified or allowed to expire or lapse during the term of this Contract.

(c) If the Consultant fails to effect and keep in force the aforesaid insurances for which it is responsible pursuant hereto, the DFCCIL shall, apart from having other recourse available under this Contract, have the option, without prejudice to the obligations of the Consultant, to take out the aforesaid insurance, to keep in force any such insurances, and pay such premia and recover the costs thereof from the Consultant, and the Consultant shall be liable to pay such amounts on demand by the DFCCIL.

(d) Except in case of Third Party liabilities, the insurance policies so procured shall mention the DFCCIL as the beneficiary of the Consultant and the Consultant shall procure an undertaking from the insurance company to this effect; provided that in the event the Consultant has a general insurance policy that covers the risks specified in this Contract and the amount of insurance cover is equivalent to 3 (three) times the cover required hereunder, such insurance policy may not mention the DFCCIL as the sole beneficiary of the Consultant or require an undertaking to that effect.

3.5.2 The Parties agree that the risks and coverages shall include but not be limited to the following:

- (a) Third Party liability insurance as required under Applicable Laws but with minimum coverage of twice the Contract Value.
- (b) The indemnity to the DFCCIL against excess billing claimed by the Contractor and paid by the DFCCIL, either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel.
- (c) Employer's liability and workers' compensation insurance in respect of the Personnel of the Consultant, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and all insurances and policies should start no later than the date of commencement of Services and remain effective as per relevant requirements of the Contract.

- (d) Direct loss to the DFCCIL due to deficiency in the Services rendered by the Consultant under this Contract including but not limited to defects in design cleared, defects in construction allowed, wrong procedures adopted and inadequate control exercised on the quality and safety of works of the Contractor by the Consultant or any of its Personnel.
- (e) The total coverage of insurance for indemnity to the DFCCIL shall be not less than 10 (ten) times the Contract Value. Insurance cover for risks specified in sub-clauses (a) and (c) here above shall be additional. In case of consortium, the policy should be in the name of Lead Member and not in the name of individual Members of the consortium.

### **3.6 Accounting, inspection and auditing**

The Consultant shall,

- (i) keep accurate and systematic accounts and records in respect of the Services hereunder, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify all relevant time charges and cost, and the basis thereof (including the basis of the Consultant's costs and charges), and
- (ii) permit the DFCCIL or its designated representative periodically, and up to one year from the expiration or termination of this Contract, to inspect the same and make copies thereof as well as to have them audited by auditors appointed by the DFCCIL.

### **3.7 Consultant's actions requiring the DFCCIL's prior approval**

The Consultant shall obtain the DFCCIL's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Professional Personnel as are not listed in Annex-5, or
- (b) any other action that may be specified in this Contract.

### **3.8 Reporting obligations**

The Consultant shall submit to the DFCCIL the reports and documents specified in the Contract, in the form, in the numbers and within the time periods set forth therein.

### **3.9 Documents prepared by the Consultant to be property of the DFCCIL**

- 3.9.1 All plans, drawings, specifications, designs, reports and other documents prepared by the Consultant in performing the Services shall become and remain the property

of the DFCCIL, and the Consultant shall, not later than termination or expiration of this Contract, deliver all such documents to the DFCCIL, together with a detailed inventory thereof. The Consultant may retain a copy of such documents. Restrictions about the future use of these documents shall be as specified in the Contract.

- 3.9.2 The Consultant shall not use these documents for purposes unrelated to this Contract without the prior written approval of the DFCCIL.

**3.10 Equipment and materials furnished by the DFCCIL**

Equipment and materials made available to the Consultant by the DFCCIL shall be the property of the DFCCIL and shall be marked accordingly. Upon termination or expiration of this Contract, the Consultant shall furnish forthwith to the DFCCIL, an inventory of such equipment and materials and shall dispose of such equipment and materials in accordance with the instructions of the DFCCIL. While in possession of such equipment and materials, the Consultant shall, unless otherwise instructed by the DFCCIL in writing, insure them in an amount equal to their full replacement value.

**3.11 Providing access to Project Office and Personnel**

The Consultant shall ensure that the DFCCIL, and officials of the DFCCIL having authority from the DFCCIL, is provided unrestricted access to the Project Office and to all Personnel during office hours. the DFCCIL's any such official shall have the right to inspect the Services in progress, interact with Personnel of the Consultant and verify the records for his satisfaction.

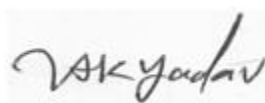
**3.12. Accuracy of Documents**

The Consultant shall be responsible for accuracy of the data collected by it directly or procured from other agencies/authorities, the designs, drawings, estimates and all other details prepared by it as part of these services. Subject to the provisions of Clause 3.4, it shall indemnify the DFCCIL against any inaccuracy in its work which might surface during implementation of the Project, if such inaccuracy is the result of any negligence or inadequate due diligence on part of the Consultant or arises out of its failure to conform to good industry practices. The Consultant shall also be responsible for promptly correcting, at its own cost and risk, the drawings including any re-survey/ investigations.

**4 CONSULTANT'S PERSONNEL**

**4.1 General**

Signature of Tenderer(s)



The Consultant shall employ and provide such qualified and experienced Personnel as may be required to carry out the Services.

#### **4.2 Deployment of Personnel**

4.2.1 The designations, names and the estimated periods of engagement in carrying out the Services by each of the Consultant's Personnel and their respective Man Month rates are described in Annex-5 of this Contract.

#### **4.2.2 Substitution of Personnel**

The DFCCIL expects all the Key Personnel to be available during the first year (12 months) of implementation of the Contract. The DFCCIL will not consider substitution of Key Personnel except under exceptional circumstances beyond the control of Consultant or the Key Personnel. Such Key Personnel being provided in substitution shall be equally or better qualified and experienced personnel as compared to originally provided in Contract. Such substitutions shall be limited to 20% of the Key Personnel or 40% of other Personnel provided in the contract beyond which, as a condition to such substitution, a sum equal to 05% (FIVE) of the remuneration specified for the Personnel in the Contract at the time of such replacement (last drawn remuneration) shall be deducted from the payments due to the Consultant till 12 months of the implementation of the Contract or six months of deployment of the new Personnel, whichever is later. Such deduction of 05% (FIVE) of the remuneration till six months of deployment of the new Personnel shall also be applicable in cases where replacement of Personnel has either been requested by the DFCCIL pursuant to Clause 4.2.3 and 4.2.4 or the Consultant itself has made the substitution after the first 12 months of the implementation of the Contract. Substitution of the Team Leader will not normally be considered during the first year (12 months) and may lead to termination of the Contract.

4.2.3 The DFCCIL may direct the Consultant to replace any Key Personnel at any time during the implementation of the Contract on the basis of non-satisfactory performance or otherwise and the Consultant shall have to replace the Key Personnel with equally or more competent and experienced personnel to the satisfaction of the DFCCIL.

4.2.4 In the event that any of the personnel is found by the DFCCIL to be incompetent, guilty of misbehavior, or incapable in discharging the assigned responsibilities, the DFCCIL may direct the Consultant, at the expense of the Consultant, to forthwith provide a replacement with suitable qualifications and experience meeting with the minimum eligibility specified in the Contract and acceptable to the DFCCIL. Each replacement for a Personnel at any time during the implementation of the contract, either on the request of the DFCCIL pursuant to the provisions specified

in the Clause or by the Consultant on its own, shall cause a deduction of 20% of the remuneration specified for the Personnel in the Contract at the time of such replacement till 12 months of the implementation of the Contract or six months of the deployment of the new Key Personnel, whichever is later.

#### **4.2.5 Escalation in Consultancy Fee**

The DFCCIL may instruct the Consultant for continuation of the Professional Personnel deployed beyond the first year (12 months) on the basis of their performance and need for their continuation in the interest of the Project(s). In that case, the Man Month rate of such Personnel shall get increased by 06% (SIX) with effect from the 13<sup>th</sup> Month of deployment. Such extension may be requested by the DFCCIL every subsequent year for the same or different set of Professional Personnel till the Completion of the Consultancy and each such time the Man Month rate of such Personnel will increase by 06% (SIX). However if any of such Professional Personnel, whose Man Month Rate has been increased as aforesaid or who has been requested by the DFCCIL for continuation, leaves the Consultancy the respective Man Month rate shall revert back to those originally specified in the Contract.

#### **4.2.6 Variation**

If additional work is required beyond the scope of the Services specified in the Terms of Reference and the variations in man months allowed as per Annex-5 (Schedule of Personnel and Man Month Rates), the estimated periods of man months of Personnel and other costs set forth in the Annexes of the Contract may be increased by agreement in writing between the DFCCIL and the Consultant.

#### **4.3 Approval of Personnel**

The Professional Personnel listed in Annex-5 of the Contract are approved by the DFCCIL. No other Professional Personnel shall be engaged without prior approval of the DFCCIL.

#### **4.4 Working hours, overtime, leave, etc.**

The Personnel shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave except as specified in the Contract, and the Consultant's remuneration shall be deemed to cover these items. All leave to be allowed to the Personnel is excluded from the mandays of service set forth in Annex-2. Any taking of leave by any Personnel for a period exceeding 7 days shall be subject to the prior approval of the DFCCIL, and the Consultant shall ensure that any absence on leave will not delay the progress and quality of the Services.

#### **4.5 Team Leader**

The Chief Resident Engineer shall be designated as the Team Leader of the Consultancy Team and he shall be responsible for the coordinated, timely and efficient functioning of all Personnel.

#### **4.6 Training of Personnel**

4.6.1 All Professional Personnel shall have work experience in Railway/ROB related works in the disciplines relevant to the Project as per minimum qualification criteria mentioned for eligibility. In case of the Professional having this experience, yet not fully conversant with working within Railway portion, he may be asked to undergo training at the cost of consultant or may be asked to be replaced by another suitable Professional.

4.6.2 The Consultant shall deploy a minimum of 50% of the Professional Personnel who are not retired Employer's employees. The Consultant is encouraged to propose fresh engineering graduates/diplomas holders having desired years of experience as Design Engineer, Section Engineer and Site Engineers. However in such cases the DFCCIL may allow such Personnel to be deployed subject to their number not being larger than 50% of total Personnel in each such category and further subject to such Personnel being kept under training for the first six months of deployment during which period such Personnel shall be paid at 50% of the Man Month rate specified at Annex-5 of the Contract. Continuation and confirmation of deployment of such Personnel kept under training shall be subject to the Personnel successfully completing the compulsory training specified in Clause 4.6.1 and further subject to the approval of the Engineer-in-Charge.

### **5. OBLIGATIONS OF THE DFCCIL**

#### **5.1 Assistance in clearances etc.**

Unless otherwise specified in the Contract, the DFCCIL shall make best efforts to ensure that the DFCCIL shall:

- (a) provide the Consultant and its Personnel with work permits and such other documents as may be necessary to enable the Consultant or its Personnel to perform the Services;
- (b) facilitate prompt clearance through customs of any equipment/article required to be imported for the Services; and
- (c) issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate for the prompt and effective implementation of the Services;

**5.2 Access to land and property**

The DFCCIL assures that the Consultant shall have, free of charge, unimpeded access to the site of the project in respect of which access is required for the performance of Services.

**5.3 Change in Applicable Law**

If, after the date of this Contract, there is any change in the Applicable Laws with respect to taxes and duties which increases or decreases the cost or reimbursable expenses incurred by the Consultant in performing the Services, by an amount exceeding 2% (two percent) of the Contract Value specified in Clause 6.1.2, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by Contract between the Parties hereto, and corresponding adjustments shall be made to the aforesaid Contract Value.

**5.4 Payment**

In consideration of the Services performed by the Consultant under this Contract, the DFCCIL shall make to the Consultant such payments and in such manner as is provided in Clause 6 of this Contract.

**6. PAYMENT TO THE CONSULTANT****6.1 Cost estimates and Contract Value**

6.1.1 The Contract Value towards the cost of the Services shall be as specified in the recital of the Contract. Estimates of the cost of the Services and rates thereof payable to the Consultant is set forth in Annex-4 through Annex-9 of the Contract.

6.1.2 Except as provided under Clause 4.2.5 and Annex-5 (Schedule of Personnel and Man Month Rates) or as may be otherwise agreed under Clause 4.2.6 the payments under this Contract shall not exceed the Contract value.

**6.2 Currency of payment**

All payments shall be made in Indian Rupees. The Consultant shall be free to convert Rupees into any foreign currency as per Applicable Laws.

**6.3 Advances, Mode of billing and payment****6.3.1 Mobilization Advance**

A Mobilization Advance for an amount upto 10% (ten percent) of the Contract Value shall be paid to the Consultant on request and against a Bank Guarantee for the



amount of Mobilisation Advance from a Scheduled Bank in India. Chargeable interest on the advance, recoveries and other conditions governing the mobilization advance shall be as per extant rules of works contract on Indian DFCCILs.

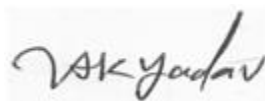
6.3.2 The Consultant shall be paid for the Services as per the Payment Schedule at Annex-4 through Annex-9 of this Contract.

6.3.3 Payment for Personnel shall be made to the Consultant in the manner explained below:-

- (i) The monthly payment shall be made @ 90% of the accepted man month rates as per actual deployment of Personnel duly certified by the Engineer-In-Charge.
- (ii) 05% of the accepted man month rates shall be released proportionately to the average financial progress of the construction contract(s) for which the Consultant has been appointed.
- (iii) Balance 05% of the accepted man month rates shall be released on successful commissioning of the project as under:
  - a) Along with passing of the Final bill - 4%
  - b) During defect liability period of Six Months - 1% @ 0.5% for each quarter.
- (iv) In case any of the relevant Key Personnel/Technical staff remains unavailable during important activities, like Traffic or Power Block, Pre-Non Interlocking, Non-interlocking work and commissioning of project, during combined simultaneous working with two or more agencies, un-safe/emergency situations, recovery will be made @ three times the payable monthly remuneration for each default. At other times, in case of failure of deployment of Key Personnel/other Professional Personnel, DFCCIL will be entitled to a deduction @ 1% of accepted monthly remuneration rate of the personnel not deployed per day of delay, for the first 30 days after the notice period (not less than two weeks). After above 30 days period is over, the deduction @ 2% of the accepted monthly remuneration of the Personnel not deployed per day of delay shall be applicable. The decision of the DFCCIL in this regard will be final and binding.

6.3.4 In case currency of the Contract is extended for reasons not attributable to the Performance of the Consultant, the remuneration per month in the extended period shall be made based on accepted man month rates along with the escalation in rates, as applicable and actual deployment of staff in the manner specified in Clause 6.3.3.

Signature of Tenderer(s)



- 6.3.5 In case the Contract is extended due to reasons attributed to the Consultant, the payment per month in the extended period shall not be made; however, all Personnel as per deployment schedule shall continue to be provided by the Consultant. The part of the money held back earlier in terms of the Clause 6.3.3 will continue to be released based on actual financial progress of work. In case the Consultant fails to deploy any Personnel during such extended period the equivalent amount will be recovered from the Security Deposit and/or the Performance Guarantee or any other sums due to the Consultant.
- 6.3.6 In case the Contract is completed ahead of schedule, then the part of the payment specified in Clause 6.3.3 (i) and (ii) will be restricted up to the month in which the Contract is concluded. The part of the payment specified in Clause 6.3.3 (iii) will be released in full for the entire stipulated duration of the contract as an incentive for ensuring early completion.
- 6.3.7 In the event of fore-closure/termination of construction contract for supervision of which the Consultant has been appointed, no further payment beyond 30 days from the date of such fore-closure/termination of construction contract shall be made to the Consultant. In all such cases, further continuance of the Consultant's Contract would be determined by the DFCCIL and the DFCCIL's decision would be final.
- 6.3.8 Payments against various items other than Man Months of Personnel of Annex-4 of the Contract shall be made on reimbursement basis on submission of Statement of Expenses by the Consultant. However at no point of time the percentage payment against any item shall be more than the cumulative percentage of the Professional Personnel Man Months already spent on the Consultancy.
- 6.3.9 Remuneration for Personnel shall be determined on the basis of time spent by the Personnel in performance of the Services after the Effective Date as per accepted rates of the Contract. Unless otherwise specifically provided for in Contract, such rates shall be fixed for the duration of the Contract.
- 6.3.10 Remuneration for periods of less than one month shall be calculated on a calendar day basis for the time spent in the field for part of the month. The personnel shall not be entitled to be paid for overtime nor to take paid sick leave or vacation leave. The Personnel's remuneration shall be deemed to cover these items. Any taking of leave by Personnel shall be subject to the prior approval of the DFCCIL and the Consultant shall ensure that such absence will not delay the progress and adequate supervision of the Services. The period for which the Consultant's Personnel will be on leave shall not be charged on the bill and the bill must be accompanied with the attendance record for the period. The working hours of the personnel of the

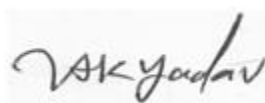
- Consultant will have to be adjusted for proper supervision at all times when the work is in progress, without any over time, according to the requirement at site.
- 6.3.11 Consultant's Personnel can avail one day weekly rest and also National holidays declared at DFCCIL's Headquarters office for which no deduction in their remuneration will be made. If required the Personnel shall stagger/defer such weekly rest or availing National Holiday during exigencies, so as to ensure uninterrupted progress of works.
- 6.3.12 The final 10% part payment under the Clause 6.3.3 shall be made only after the final report and a final statement, identified as such, shall have been submitted by the Consultant and approved as satisfactory by the DFCCIL. The Services shall be deemed to have been completed and finally accepted by the DFCCIL and the final report and final statement shall be deemed to have been approved by the DFCCIL as satisfactory upon expiry of 90 (ninety) days after receipt of the final report and final statement by the DFCCIL unless the DFCCIL, within such 90 (ninety) day period, gives written notice to the Consultant specifying in detail, the deficiencies in the Services, the final report or final statement, as the case may be. The Consultant shall thereupon promptly make any necessary corrections and/or additions, and upon completion of such corrections or additions, the foregoing process shall be repeated.
- 6.3.13 Any amount which the DFCCIL has paid or caused to be paid in excess of the amounts actually payable in accordance with the provisions of this Contract shall be reimbursed by the Consultant to the DFCCIL within 30 (thirty) days after receipt by the Consultant of notice thereof. Any such claim by the DFCCIL for reimbursement must be made within 1 (one) year after receipt by the DFCCIL of a final report and a final statement in accordance with Clause 6.3.12. Any delay by the Consultant in reimbursement by the due date shall attract simple interest @ 10% (ten percent) per annum.
- 6.3.14 All payments under this Contract shall be made to the account of the Consultant as may be notified to the DFCCIL by the Consultant.
- 6.3.15 The consultant shall submit their invoice/s to the Person/s authorized by the DFCCIL's Representative for certifying and causing payment.

## **7. SECURITY DEPOSIT, PERFORMANCE GUARANTY, LIQUIDATED DAMAGES AND PENALTIES**

### **7.1 Security Deposit and Performance Guarantee**

#### **7.1.1 Security Deposit**

Signature of Tenderer(s)



EMD of the successful Tenderer who is awarded the Consultancy shall be retained by the DFCCIL as part of security for the due and faithful fulfillment of the Contract (the “**Security Deposit**”) by the Consultant. The amount of the Security Deposit shall be 5% of the Contract Value. The balance amount to make up the Security Deposit for this Consultancy may be deposited by the Consultant in advance otherwise it will be recovered from the Consultant’s running bills @ 10% deduction from each such bill.

#### 7.1.2 Performance Guarantee

Further the Consultant shall deposit a performance guarantee (the “**Performance Guarantee**”) for an amount not less than 5% of the Contract Value in the form of a Bank Guarantee in the Format at Annex-10 of Form of Contract prior to or at the time of execution of the Contract. Security Deposit will be appropriated and Performance Guarantee will be encashed, partly or fully, against breach of this Contract or for recovery of liquidated damages as specified in Clause 7.2 herein. The Consultant shall recoup the Performance Guarantee within one month of any encashment by the DFCCIL. The balance remaining out of the Security Deposit and the Performance Guarantee shall be returned to the Consultant at the end of the Defect Liability Period as specified in Clause 8 hereunder.

### 7.2 Liquidated Damages

#### 7.2.1 Liquidated Damages for error/variation

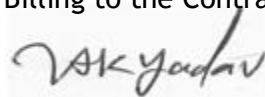
In case any error or variation is detected in the reports submitted by the Consultant and such error or variation is the result of negligence or lack of due diligence on the part of the Consultant, the consequential damages thereof shall be quantified by the DFCCIL in a reasonable manner and recovered from the Consultant by way of liquidated damages, subject to a maximum of 10% (ten percent) of the Contract Value.

#### 7.2.2 Liquidated Damages for delay

In case of delay in commissioning of the Project leading to delay in completion of Services, due to reasons not attributable to the DFCCIL, and the DFCCIL imposes liquidated damages on the Contractor, liquidated damages not exceeding an amount equal to 0.05% (zero point zero five percent) of the Contract Value per day, subject to a maximum of 5% (five percent) of the Contract Value will be imposed on the consultant and shall be recovered by appropriation from the Security Deposit or otherwise. However, in case of delay due to reasons beyond the control of the Consultant, suitable extension of time shall be granted.

#### 7.2.3 Liquidated Damages for Excess Billing to the Contractor (s)

Signature of Tenderer(s)



In case of any excess billing to the Contractor(s), either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel, liquidated damages not exceeding an amount equal to 10% (ten percent) of the amount of excess billing shall be levied on the Consultant and shall be recovered by appropriation from the Security Deposit or otherwise.

#### 7.2.4 Encashment and appropriation of Security Deposit and Performance Guarantee

The DFCCIL shall have the right to invoke and appropriate the Security Deposit and Performance Guarantee, in whole or in part, without notice to the Consultant in the event of breach of this Contract or for recovery of liquidated damages specified in this Clause 7.2. In the event any portion of the Security Deposit is appropriated by DFCCILs, then immediately following such appropriation, the Consultant shall replenish the Performance Guarantee within 1 (one) month of its appropriation, and in the event of default by the Consultant, DFCCILs shall have the right to take such steps as it may deem necessary, including termination of this Agreement.

#### 7.3 Penalty for deficiency in Services

In addition to the liquidated damages as specified in Clause 7.2, warning may be issued to the Consultant for minor deficiencies on its part. In the case of significant deficiencies in Services causing adverse effect on the Project or on the reputation of the DFCCIL, other penal actions including temporarily withholding of part payment from on account bills, penalty recoverable from on account bills, and debarring for a specified period may also be initiated as per policy of the DFCCIL.

#### 8. Defect Liability Period

The defect liability period (the “**Defect Liability Period**”) for the Consultancy shall be 06 months from the date of final payment made to the Consultant on completion of Services or the Maintenance Period of the works Contract(s) whichever is later. The Consultant shall continue to be liable during the Defect Liability Period for any deficiency in Services rendered by it, any defect noticed in the works which is attributable to such deficiency in Services, or any excess payment made to the Contractor(s) due to improper check by the Consultant's Personnel. The Consultant shall continue to assist the DFCCIL during the Defect Liability Period, as and when need arises, on any matter related to the Project(s) that is incidental to the Services rendered by the Consultant.

Security Deposit and Performance Guarantee shall continue to remain with the DFCCIL and the Professional Insurance taken by the Consultant for this Contract shall continue to remain applicable during the Defect Liability Period. The Security

Deposit and the Performance Guarantee shall be returned to the Consultant after expiry of the Defect Liability Period provided the DFCCIL has no claim against the Consultant.

## **9. FAIRNESS AND GOOD FAITH**

### **9.1 Good Faith**

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

### **9.2 Operation of the Contract**

The Parties recognize that it is impractical in this Contract to provide for every contingency which may arise during the life of the Contract, and the Parties hereby agree that it is their intention that this Contract shall operate fairly as between them, and without detriment to the interest of either of them, and that, if during the term of this Contract either Party believes that this Contract is operating unfairly, the Parties will use their best efforts to agree on such action as may be necessary to remove the cause or causes of such unfairness, but failure to agree on any action pursuant to this Clause shall not give rise to a dispute subject to arbitration in accordance with Clause 10 hereof.

## **10. SETTLEMENT OF DISPUTES**

### **10.1 Amicable settlement**

The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or the interpretation thereof.

### **10.2 Dispute resolution**

10.2.1 Any dispute, difference or controversy of whatever nature howsoever arising under or out of or in relation to this Contract (including its interpretation) between the Parties, and so notified in writing by either Party to the other Party (the "Dispute") shall, in the first instance, be attempted to be resolved amicably in accordance with the conciliation procedure set forth in Clause 10.3.

10.2.2 The Parties agree to use their best efforts for resolving all Disputes arising under or in respect of this Contract promptly, equitably and in good faith, and further agree to provide each other with reasonable access during normal business hours to all non-privileged records, information and data pertaining to any Dispute.

### 10.3 Conciliation

In the event of any Dispute between the Parties, either Party may call upon the Managing Director of DFCCIL having jurisdiction over the section and the Chairman of the Board of Directors of the Consultant for amicable settlement, and upon such reference, the said persons shall meet no later than 10 (ten) days from the date of reference to discuss and attempt to amicably resolve the Dispute. If such meeting does not take place within the 10 (ten) day period or the Dispute is not amicably settled within 15 (fifteen) days of the meeting or the Dispute is not resolved as evidenced by the signing of written terms of settlement within 30 (thirty) days of the notice in writing referred to in Clause 10.2.1 or such longer period as may be mutually agreed by the Parties, either Party may refer the Dispute to arbitration in accordance with the provisions of Clause 10.4.

### 10.4 Arbitration

10.4.1 Any Dispute which is not resolved amicably by conciliation, as provided in Clause 10.3, shall be finally decided by reference to arbitration by an Arbitral Tribunal appointed in accordance with Clause 10.4.2. Such arbitration shall be held in accordance with the Rules of Arbitration of the International Centre for Alternative Dispute Resolution, New Delhi (the “**Rules**”), or such other rules as may be mutually agreed by the Parties, and shall be subject to the provisions of the Arbitration and Conciliation (Amendment) Act, 2015. The venue of such arbitration shall be New Delhi and the language of arbitration proceedings shall be English.

10.4.2 There shall be an Arbitral Tribunal of three arbitrators, of whom each Party shall select one, and the third arbitrator shall be appointed by the two arbitrators so selected and in the event of disagreement between the two arbitrators, the appointment shall be made by MD /DFCCIL. The arbitration tribunal shall be selected from a arbitration panel of 5 Arbitrators provided by DFCCIL.

10.4.3 The arbitrators shall make a reasoned award (the “**Award**”). Any Award made in any arbitration held pursuant to this Clause 10.4 shall be final and binding on the Parties as from the date it is made, and the Consultant and the Employer agree and undertake to carry out such Award without delay.

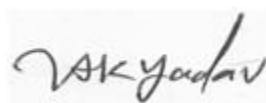
10.4.4 The Consultant and the Employer agree that an Award may be enforced against the Consultant and/or the Employer, as the case may be, and their respective assets wherever situated.

10.4.5 This Agreement and the rights and obligations of the Parties shall remain in full force and effect, pending the Award in any arbitration proceedings hereunder.

10.4.6 Arbitrator's fee and other admissible expenses shall be as per DFCC prescribed norms.

\_\_\_\_\_END OF GCC\_\_\_\_\_

Signature of Tenderer(s)





# **VOLUME I**

## **SCHEDULE II**

### **FORM OF AGREEMENT**

**FORM OF AGREEMENT****Project Management Consultancy for \_\_\_\_\_**

AGREEMENT No. \_\_\_\_\_

This Agreement (hereinafter called the “Contract”) is made on the \_\_\_\_\_ day of the month of \_\_\_\_\_ 2\*\*, between, on the one hand, the President of India acting through \_\_\_\_\_ (hereinafter called the “the Railway” which expression shall include their respective successors and permitted assigns, unless the context otherwise requires) and, on the other hand, \_\_\_\_\_ (hereinafter called the “Consultant” which expression shall include their respective successors and permitted assigns).

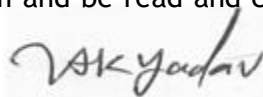
**WHEREAS**

- (A) The Railway vide its Tender for Project Management Consultancy Services (hereinafter called the “Consultancy”) for \_\_\_\_\_ (hereinafter called the “Project(s)”);
- (B) the Consultant submitted its offers for the aforesaid work, whereby the Consultant represented to the Railway that it had the required professional skills, and in the said offers the Consultant also agreed to provide the Services to the Railway on the terms and conditions as set forth in the Tender Document and this Contract; and
- I the Railway, on acceptance of the aforesaid proposals of the Consultant, awarded the Consultancy to the Consultant vide its Letter of Acceptance No. \_\_\_\_\_ dated \_\_\_\_\_ (the “LOA”), Notice to Proceed No. \_\_\_\_\_ dated \_\_\_\_\_ (the “NTP”), which was accepted by the consultant vide its letter No \_\_\_\_\_ dated \_\_\_\_\_; and
- (D) In pursuance of LOA and NTP and Consultant’s acceptance thereto, the parties have agreed to enter into this Contract with effect from date \_\_\_\_\_.

NOW, THEREFORE, the parties hereto hereby agree as follows:

- The following documents along with all addenda issued thereto and attached hereto shall be deemed to form and be read and construed as integral part of this

Signature of Tenderer(s)



Contract and in case of any contradiction between or among them the priority in which a document would prevail over other would be as laid down below beginning from the highest priority to the lowest priority:

- (a) Schedules of Costs for Services
  - (b) Schedule of Rates at Annex-5 to Annex-9
  - (c) Notice to Proceed
  - (d) Letter of Acceptance
  - (e) Terms of Reference
  - (f) The Special Conditions of Contract(hereinafter called “SCC”)
  - (g) The General Conditions of Contract (hereinafter called “GCC”)
  - (h) Other Annexes of the Contract
  - (i) Tender Document;
2. The Parties agree that the total value of the Consultancy (the “**Contract Value**”) is Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_) including all taxes and the total time for completing the Services under the Consultancy is \_\_\_\_\_months.
3. The mutual rights and obligations of the Railway and the Consultant shall be as set forth in the Contract; in particular:
- (a) The Consultant shall carry out the Services in accordance with the provisions of the Contract; and
  - (b) Railway shall make payments to the Consultant in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be signed in their respective names as of the day and year first above written.

SIGNED, SEALED AND DELIVERED

For and on behalf of  
Consultant:

SIGNED, SEALED AND DELIVERED

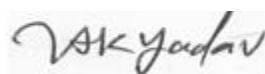
For and on behalf of the  
President of India

(Signature)  
(Name)  
(Designation)  
(Address)  
(Fax No.)

(Signature)  
(Name)  
(Designation)  
(Address)  
(Fax No.)

In the presence of:

Signature of Tenderer(s)



1.

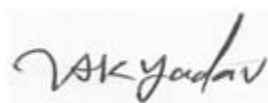
2.

## Annex -1

### General Conditions of Contract

(Enclosed as Schedule-I)

Signature of Tenderer(s)

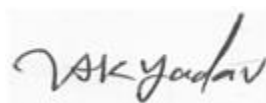


## Annex -2

### **Special Conditions of Contract**

(Read Schedule-IV of the Tender Document)

Signature of Tenderer(s)

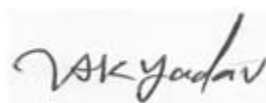


## Annex -3

### Terms of Reference

(Read Schedule-III of the Tender Document)

Signature of Tenderer(s)

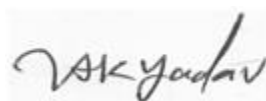


## Annex - 4

### Schedule of Costs for Services

(As per Form - 2 of Appendix-II of the Tender Document)

Signature of Tenderer(s)

A handwritten signature in black ink, appearing to read 'V.K. Yadav', is written on a light-colored rectangular background.

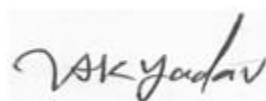
---

## Annex - 5

### **Schedule of Personnel and Man Month Rates**

(As per Form - 3 of Appendix-II of the Tender Document along with the names of the respective Professional Personnel)

Signature of Tenderer(s)



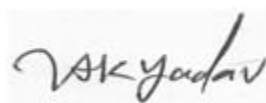


## Annex - 6

### **Schedule of Provision and Maintenance of Offices**

(As per Form - 4 of Appendix-II of the Tender Document)

Signature of Tenderer(s)

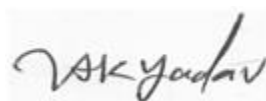


## Annex-7

### Schedule of Hiring of Vehicles

(As per Form-20 of Appendix-II of the Tender Document)

Signature of Tenderer(s)



## Annex-8

### **Schedule of Payment for Attending Meetings**

(As per Form-21 of Appendix-II of the Tender Document)

## Annex-9

### **Schedule of Payment for Office Consumables**

(As per Form-22 of Appendix-II of the Tender Document)

## Annex-10

**Performance Bank Guarantee**

(Refer Clause 2.18.5)

**SAMPLE**

Name of the Bank \_\_\_\_

Managing Director/ DFCCIL

Bank Guarantee Bond No. \_\_\_\_

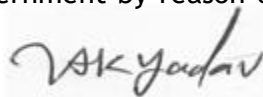
Acting through \_\_\_\_ (Designation Dated\_ and address of contract signing authority)

**PERFORMANCE GUARANTEE BOND**

In consideration of the Managing Director/ DFCCIL acting through \_\_\_\_\_ (Designation & Address of Contract Signing Authority), Dedicated Freight Corridor Corporation of India Limited, New Delhi hereinafter called "DFCCIL") having agreed under the terms and conditions of agreement/Contract Acceptance letter No. \_\_\_\_\_ dated \_\_\_\_\_ made between \_\_\_\_\_ (Designation & address of contract signing Authority) and \_\_\_\_\_ (hereinafter called "the said contractor(s)" for the work \_\_\_\_\_ (hereinafter called "the said agreement") having agreed for submission of an irrevocable Bank Guarantee Bond for Rs. \_\_\_\_\_ (Rs. Only) as a performance security Guarantee Bond from the contractor(s) for compliance of his obligations in accordance with the terms & conditions in the said agreement.

1. We (indicate the name of the Bank) hereinafter referred to as the Bank, under take to pay the Government an amount not exceeding Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_ only) on demand by the government
2. We \_\_\_\_\_ (indicate the name of the bank, further agree that (and promise) to pay the amounts due and payable under this guarantee without any demur merely on a demand from the Government through the GROUP GENERAL MANAGER, Finance / Project Manager, Finance Dedicated Freight Corridor Corporation of India Limited, New Delhi or (Designation & Address of contract signing authority, DFCCIL stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by the Government by reason of any breach by the said contractor of

Signature of Tenderer(s)



- any of the terms or conditions contained in the said agreement or by reason of the contractor 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. \_\_\_\_\_ (Rs. \_\_\_\_\_ only).
3. (a) We \_\_\_\_\_ ( indicate the name of Bank ) further undertake to pay to the Government any money so demanded notwithstanding any dispute or dispute raised by the contractor (s) in any suit or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.
- (b) The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.
4. We, \_\_\_\_\_ (indicate the name of bank) to 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 by \_\_\_\_\_ (Designation & Address of contract signing authority) on behalf of the Government, certify that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor (s) and accordingly discharges this guarantee.
5. (a) Not withstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the Government or until ( date of validity/extended validity) whichever is earlier and no claim shall be valid under this guarantee unless notice in writing thereof is given by the Government within validity / extended period of validity of guarantee from the date aforesaid.
- (b) Provided always that we \_\_\_\_\_ (indicate the name of the Bank ) unconditionally undertakes to renew this guarantee to extend the period of guarantee form year to year before the expiry of the period or the extended period of the guarantee, as the case may be on being called upon to do so by the Government. If the guarantee is not renewed or the period extended on demand, we

\_\_\_\_\_ (indicate the name of the Bank) shall pay the Government the full amount guarantee on demand and without demur.

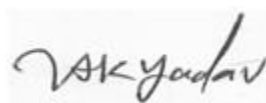
6. We \_\_\_\_\_ (indicate the name of Bank) further agree with the Government that the Government shall have the fullest liberty without our consent and without effecting in any manner out of obligations hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to the powers exercisable by the Government against the said contractor (s) and to forbear or enforce any of the terms and conditions of 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 bearance act or omission on the part of the Government or any indulgence by the Government to the said contractor (s) or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relive us from the liability.
7. This guarantee will not be discharged by any change in the constitution of the Bank or the Contractor (s).
8. We \_\_\_\_\_ (indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Government in writing.
9. This guarantee shall be valid upto \_\_\_\_\_ (Date of completion plus 60 days beyond that). Unless extend on demand by Government. Notwithstanding anything to the contrary contained herein before, our liability under this guarantee is restricted to Rs. \_\_\_\_\_ only) unless a demand under this guarantee is made on us in writing on or before we, shall be discharged from our liabilities under this guarantee thereafter.

Dated \_\_\_\_\_ the day of the for \_\_\_\_\_ (indicate the name of Bank)

**Signature of Bank Authorize official**

**(Name):**

Signature of Tenderer(s)



**Designation:**

**Full Address:**

**Witness:**

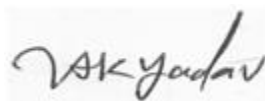
1.

2.

**NOTES:**

- (i) The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee.
- (ii) The address, telephone no. and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

Signature of Tenderer(s)





**Annex-11**

**Equipment and Services to be Provided by the DFCCIL**

(Refer Clause 2.13.2)

**-NIL-**

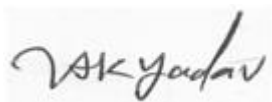
## Annex-12

## Deployment Schedule of Professional Personnel

(Refer Clause 7.2 of TOR)

S.No.	Designation	Name	Month Numbers from the Commencement of Services																			
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1.																						
2.																						
3.																						
4.																						
5.																						
6.																						
7.																						
8.																						
9.																						
10.																						
11.																						

Signature of Tenderer(s)



## Annex-13

### **Responsibilities of Professional Personnel**

(As per Clause 5.18.3 (i) for Key Personnel and 8.21.1 for  
Other Professional Personnel)

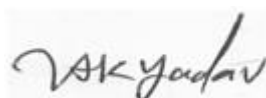
## Annex-14

### **Minimum Eligibility Requirements of Professional Personnel**

(As per Clause 5.18.3 (ii) for Key Personnel and 8.21.2 for  
Other Professional Personnel)

\_\_\_\_\_END OF VOLUME-I\_\_\_\_\_

Signature of Tenderer(s)





Dedicated Freight Corridor Corporation of India Ltd. (DFCCIL)  
Government of India, Ministry of Railways

Tender No. MGS/08/2018-19/ROB-PMC/SEB-MGS/209

For

Project Management Consultancy (PMC) Services for Construction of  
Road Over Bridges over DFCCIL and IR tracks in Mughalsarai- Sonenagar  
section of East Central Railway

E-TENDER DOCUMENT  
(TECHNICAL BID: PACKET-A)

**Volume-II**

May-2018

**(Revised: Including Corrigendum No.-1)**

Employer:

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

Under

MINISTRY OF RAILWAYS

CPM OFFICE

Chief Project Manager/MGS, DFCCIL

2<sup>nd</sup> Floor, Swarna Complex, Susuwahi,

(Near Union Bank of India)

Post-Susuwahi, Thana-Lanka,

Varanasi -221011 (U.P.)

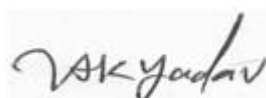
CORPORATE OFFICE

DFCCIL, 5<sup>TH</sup> Floor, Pragati Maidan Metro Station Building,

New Delhi-110001

## **VOLUME II**

### **NOTICE INVITING E-TENDER**

A handwritten signature in black ink, appearing to read 'V. K. Yadav', is written over a light gray rectangular background.

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

No: MGS/08/2018-19/ROB-PMC/SEB-MGS/209

DATE: 24.05.2018

**NOTICE INVITING E-TENDER  
National Competitive Bidding**

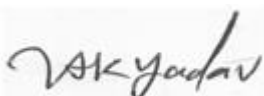
Dear Sirs,

**Name of Work:** Project Management Consultancy (PMC) Services for Construction of Road Over Bridges over DFCCIL and IR tracks in Mughalsarai- Sonenagar section of East Central Railway

- 1.1.1 Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2<sup>nd</sup> Floor, Susuwahi, Post-Susuwahi (near Union Bank of India), Thana-Lanka, Varanasi -221011, Uttar Pradesh) India, invites e-tenders on two packet system on prescribed forms from eligible, experienced and reputed firms / Companies / Joint Ventures / consortium of firms having requisite experience and financial capacity to provide Project Management Consultancy for the works as per following details:**

<b>Tender Notice No.</b>	MGS/08/2018-19/ROB-PMC/SEB-MGS/209 Dated 24.05.2018
<b>Name of the work</b>	Project Management Consultancy (PMC) Services for Construction of Road Over Bridges over DFCCIL and IR tracks in Mughalsarai- Sonenagar section of East Central Railway
<b>Employer</b>	Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2 <sup>nd</sup> Floor, Susuwahi, Post-Susuwahi (near Union Bank of India), Thana-Lanka, Varanasi -221011, Uttar Pradesh) India Acting through: Ajit Kumar Mishra, IRSE Mobile +917897412000 Email <a href="mailto:ajitmishra@dfcc.co.in">ajitmishra@dfcc.co.in</a>
<b>Type of Tender</b>	Open E-Tender ( <b><u>Single stage Two Packet</u></b> )
<b>Type of Contract</b>	Consultancy Contracts
<b>Estimated Cost</b>	<b><u>Rs. 9,31,11,997/-</u></b>
<b>Period of Contract</b>	18 months
<b>Earnest Money</b>	Rs18,62,240/-
<b>Cost of Tender Document</b>	Rs. 10,000/- + GST @18% (ieRs. 11,800/-)
<b>Tender processing fee</b>	Rs. 7500/- + GST @18% ( ieRs. 8850/-)
<b>E-tendering website</b>	<a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a> For any help, please contact Tender Wizard Helpdesk at 011-49424365, +91-9599653865

Signature of Tenderer(s)

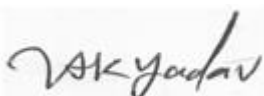


Date of uploading of NIT & Bid documents(online publishing date)	On Date 01.06.2018 at 11.00 Hrs
Date of document download/Sale (Online)	From Date 01.06.2018 from 11 Hrs
Issue of Corrigendum, if any	On or before last three days from last date of submission (on websites <a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a> and <a href="http://www.dfccil.gov.in">www.dfccil.gov.in</a> )
Pre-Bid Meeting	On 13.06.2018 at 11.00 Hrs At office of Employer: Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2 <sup>nd</sup> Floor, Susuwahi, PO-Susuwahi (near Union Bank of India), Varanasi-221011
Date & Time of Submission of Tender	On or before date <u>04.07.2018 and time upto 15:00 hrs</u>
Date and Time of Opening of Tender (Technical bids - Packet A)	<u>Date 04.07.2018 at 15.30 hrs</u>  Opening date of Financial Bid (Packet-B) will be notified later
Validity of offer	120 days
Security Deposit	5% of Contract value
Performance Bank Guarantee	Performance Guarantee (PG) have to submit within 30(thirty) days from the date of issue of Letter Of Acceptance (LOA), amounting to 5% of the contract value in the form as give in clause 16.4 of GCC
Defect Liability Period	06 Months

1.1.2 Eligibility of the Consultancy Firm shall be assessed on applicants, fulfilling the technical capability and competence as well as for financial and organizational resources as per the Selection criteria detailed in Instructions to Tenderers (ITT, Volume - I) of Tender document.

1.1.3 Tender document can be downloaded from DFCCIL's website [www.dfccil.gov.in](http://www.dfccil.gov.in), [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) & Central Procurement portal [eprocure.gov.in](http://eprocure.gov.in). Tenderers are advised not to make any corrections, additions or alterations in the downloaded tender documents. In case, any corrections additions or alterations in the downloaded tender documents are made, such tender shall be summarily rejected.

1.1.4 DFCCIL may issue addendum(s) / corrigendum(s) to the tender documents. In such cases the addendum(s) / corrigendum(s) shall be issued and placed on DFCCIL's website: [www.dfccil.gov.in](http://www.dfccil.gov.in), [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) & Central Procurement portal [eprocure.gov.in](http://eprocure.gov.in) at least three days in advance of date of opening of tender. The tenderer who have downloaded the tender documents from the website before issue of addendum(s)/ corrigendum(s) must visit the website and ensure that such addendum(s) / corrigendum (s) (if any) is also downloaded by them. Such addendum(s) / corrigendum (s) (if any) shall also be submitted duly stamped and signed along with the submission of tenders. Any tender submitted without addendum(s) / corrigendum(s) (if any) shall be summarily rejected.



Signature of Tenderer(s)



- 1.1.5 The tender documents shall be submitted in online mode only through website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL) in two Parts only viz Packet - A containing TECHNICAL BID and Packet B containing FINANCIAL BID. Detailed credential as per the requirement of eligibility criteria and all tender papers (Both Volume-I and Volume-II) except Bill of Quantities are to be submitted in technical bid.

Summary of Prices (Form No. 17) duly filled in along with Schedule of Prices (Form -18 to Form -22) are to be submit **online mode only** in “Financial Bid”. Contractor shall submit the EMD & Cost of Tender documents in original in the office of Employer, Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2<sup>nd</sup> Floor, Susuwahi, PO-Susuwahi (near Union Bank of India), Varanasi-221011 **on or before last date of tender submission of date bid.**

Financial Bid (as specified in “Financial Bid” in Tender Document) duly filled in is to be uploaded in “Financial packet”. The rates must be filled after downloading the financial bid document in the prescribed format from the website [www.tenderwizard.com/DFCCIL](http://www.tenderwizard.com/DFCCIL). The financial bid should be downloaded & then filled up, saved and uploaded on the E-tendering website using digital signature for signing the document.

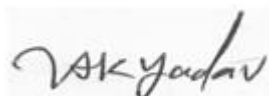
- 1.1.6 To participate in the E-Bid submission, it is mandatory for the bidders to have user ID & password which has to be obtained by submitting an annual registration charges of INR 2000/- + GST to M/s ITI through e-payment. Bidders have to pay the Tender Processing Fee to ITI through e-payment at the time of submission of bid. Already registered vendors with M/S ITI need not to pay registration charges.

Obtain Class-III Digital Signature Certificate from ITI Ltd. Or any other digital signature issuing authority. In case, bidders wish to obtain the digital signature certificate from ITI Ltd., they may contact the Help Desk of M/S ITI.

- 1.1.7 Tenders shall be opened at the address given below on mentioned in Para 1.1.1 above in the presence of the tenderers or their authorized representatives intending to attend the opening. Address of Office of the Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2<sup>nd</sup> Floor, Susuwahi, Post-Susuwahi (near Union Bank of India), Thana-Lanka, Varanasi -221011, Uttar Pradesh. All the Bids received shall be opened on the date and time mentioned above in the tender notice. Bid of the bidders shall be opened through process of e-tendering. The sequence of opening shall be:

- i) Earnest Money Deposit (EMD)
- ii) Technical offer.
- iii) Financial offer.(On a later date after scrutiny/evaluation of Technical Bid)

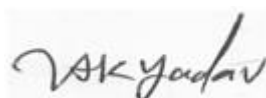
- 1.1.8 Tender shall be submitted as per “Instruction to the Tenderers (ITT)” forming as part of the complete tender documents.
- 1.1.9 Any tender received without Earnest money and/or cost of tender documents in the form as specified in the tender documents shall not be considered and shall be summarily rejected.
- 1.1.10 DFCCIL reserves right to cancel the tender before submission / opening of tender, postpone the tender submission / opening date and to accept / reject any or all tenders without assigning any reason thereof. DFCCIL’s assessment of suitability as per eligibility criteria shall be final and binding.



- 1.1.11 Tenderers may note that they are liable to be disqualified at any time during tendering process in case any of the information furnished by them is not found to be true. EMD of such tenderers shall be forfeited. The decision of DFCCIL in this regards shall be final and binding.
- 1.1.12 DFCCIL reserves the right to pre-qualify the bidder(s) provisionally based on the documents submitted by them and open financial bid(s), subject to their final verification. In the event of any document being found false, the provisional qualification shall stand withdrawn, and the next lower bidder shall automatically come to the position of such disqualified bidder. Action against such disqualified tenderers shall be taken as per above Clause No. 1.1.11 of Notice Inviting Tender.
- 1.1.13 Information as required as per various Forms to tender document should be submitted by the tenderers without fail strictly as per formats.
- 1.1.14 The validity of offer shall be 120 days from the date of opening of the tender.
- 1.1.15 Transfer of the tender document purchased by intending tenderer to another tenderer is not admissible. Tenderer can submit tenders only on the documents purchased / downloaded from DFCCIL website: [www.dfccil.gov.in](http://www.dfccil.gov.in) by them.
- 1.1.16 Tenderers must read all instructions regarding e-tendering process as mentions in Instruction to the Tenderers (ITT) Volume-I Section 2.
- 1.1.17 Tenderers are advised to visit the DFCCIL website regularly for information regarding tender. Corrigendum, addendum (if any) will be uploaded on DFCCIL website only.

**Chief Project Manager/MGS  
For & on behalf of DFCCIL**

\_\_\_\_\_END OF NOTICE INVITING TENDER\_\_\_\_\_



# **VOLUME II**

## **SECTION 4**

### **PROJECT DESCRIPTION**

## 4. PROJECT DESCRIPTION

### 4.1 Introduction of Dedicated Freight Corridor Corporation of India Ltd

- 4.1.1 Dedicated Freight Corridor Corporation of India Ltd. (DFCCIL), a public sector undertaking has been set up under the Indian Companies Act, 1956 for implementation of Dedicated Freight Corridor Project. Government of India is the sole share holder of the DFCCIL.

Ministry of Railways (MOR), Government of India has planned to construct Dedicated Freight Corridor (DFC) covering about 3338 route Kilometres on Eastern and Western Corridors.

#### 4.1.2 Eastern Dedicated Freight Corridor

Eastern DFC Route will be approximately 1839Kmlong from Dankuni to Ludhiana via Dankuni-Asansole-Dhanbad-Gaya-Sonnagar-Mughalsarai- Allahabad -Kanpur -Tundla-Aligarh -Khurja-Bulandshahr - Meerut -Saharanpur-Ambala-Ludhiana. Proposed alignment of DFC has been generally kept parallel to existing Indian Railway line except provision of detours at some stations where the existing yards/cities are congested.

- 4.1.3 Level Crossings (LC's) are generally unsafe locations and also a congestion points for road/rail's users. These LC's are operational bottlenecks for Railways /DFCCIL in terms of loss in punctuality and reduction in line capacity. Construction of ROB(s)/ RUB(s) is financially and operationally beneficial apart from the fact that it improves the safety of Rail / Road users.

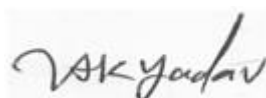
Road over bridges (ROB) are being constructed on the level crossings falling on Eastern Corridor of DFCCIL. These ROB's shall span over the existing railway lines and the proposed DFCC lines. The ROB's shall be constructed in Railway and DFCCIL portion only with bow string or other suitably designed girder and suitably designed RCC abutments, piers and foundations including staircases and other allied components. Depth of type of foundation shall be decided/ designed based on detailed geotechnical investigation at ROB's sites.

### 4.2 Sanctioned Projects

- 4.2.1 In Mughalsarai- Sonenagar Section of EDFC, at 34 level crossings DFCCIL is constructing ROB's for which separate works tenders have been invited / being invited.

### 4.3 Scope of Work of Selected Project(s)

- 4.3.1 The works tender for construction of different ROB's is being packaged depending on geography, approval of GADs and sanction of works. The construction of these ROB's is being taken up through separate works Contractors (the "Contractor(s)") for which contracts have already been awarded/ under finalization. DFCCIL has decided to



appoint the Consultant in the field of Civil engineering /Bridge Construction for Project Management Services for Construction Supervision of the said Project(s) (the “Project(s)”).

- 4.3.2 Presently, Project Management Consultancy Services for **23 (Twenty Three) ROBs** of the Mughalsarai-Sonenagar section as shown in **Para 4.4** will be taken up for this Consultancy Contract. The list of ROBs is only indicative and as per requirement, more ROBs may be added in the scope of work or LC No. For ROB may change. For increase in number of ROBs, the corresponding increase in quantities will be calculated and paid in terms of relevant GCC Clause. Similarly, during the operation of contract, if any ROB/ROBs are deleted altogether the same will be kept out of purview of the contract. In place of such ROBs which are not required, new ROBs can be added as per requirement. The variation will be measured in terms of cost of individual items of Personnel deployed and variation will be dealt as per General Conditions of Contract (GCC).

#### 4.4 Status and Details of the [ongoing/ likely Works] Contract(s):

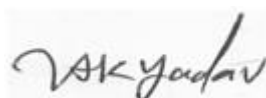
Consultancy Services are sought for the Works Contracts at following ROBs:

S.No.	L.C. No.	Between Railway Station	IR Location	Scope of DFCCIL work
1	38/C/T	Pahleja-Karwandia	564/19-21	Railway portion and both the approaches
2	39/I	Karwandia-Sasaram	566/19-21	
3	40/C/E	Karwandia-Sasaram	567/20-22	
4	41/C/E	Karwandia-Sasaram	569/17-19	
5	45/C/E	Sasaram-Kumhau	578/9-11	
6	46 C/T	Sasaram-Shivsagar	581/1-3	
7	47 C/E	Sasaram-Shivsagar	583/5-7	
8	49/C/T	Shivsagar-Khurmabad	586/21-23	
9	50/C/E	Shivsagar-Khurmabad	588/25-27	
10	52/II/C/E	Kudra-Pusauli	600/5-7	
11	53/C/E	Kudra-Pusauli	601/7-9	
12	55/C/T	Kudra-Pusauli	605/25-27	
13	61/C/E	Bhabua Road-Durgauti	624/11-13	
14	63/C/E	Bhabua Road-Durgauti	628/3-5	
15	36/C/T	Pahleja-Karwandia	559/15-17	Only Railway portion
16	70/C/E	Karmnasa-Saidraja	644/5-7	
17	71/C/E	Karmnasa-Saidraja	645/9-11	
18	74/C/E	Saidraja-ChandauliMajhwar	651/17-19	
19	75/C/E	Saidraja-ChandauliMajhwar	653/19-21	
20	76/C /E	Saidraja-ChandauliMajhwar	656/9-11	
21	78/C/E	ChandauliMajhwar-Ganjkhawaja	661/19-21	
22	81/C/T	Ganjkhawaja-Mughalsarai	667/37-39	
23	83/C/T	Ganjkhawaja-Mughalsarai	669/21-23	

**Note:**

1. All the above ROB, except at LC-83, are for 2-Lane Road as per IRC standard.
  2. At LC-83, 4-Lane ROB is being constructed.
- .....

\_\_\_\_\_END OF PROJECT DESCRIPTION\_\_\_\_\_



## **VOLUME II**

### **SECTION 5**

### **TENDER DATA SHEET**

## 5. TENDER DATA SHEET

5.1	Tender Notice No.	MGS/08/2018-19/ROB-PMC/SEB-MGS/209 Dated 24.05.2018
5.2	Name of the work	Project Management Consultancy (PMC) Services for Construction of Road Over Bridges over DFCCIL and IR tracks in Mughalsarai- Sonenagar section of East Central Railway
5.3	Employer and Address for Communication	Chief Project Manager/MGS, Address: DFCCIL, Swarna Complex, 2 <sup>nd</sup> Floor, Susuwahi, Post-Susuwahi (near Union Bank of India), Thana-Lanka, Varanasi -221011, Uttar Pradesh) India  Contact Person: Shri Ajit Kumar Mishra, IRSE Chief Project Manager Mobile : +917897412000 Email: <a href="mailto:ajitmishra@dfcc.co.in">ajitmishra@dfcc.co.in</a>
5.4	Type of Tender & Final Selection Criterion	Open E-Tender ( <b>Single stage Two Packet</b> )  Consultancy Contracts with final selection based on Quality and Cost Based System (QCBS)
5.5	Estimated Cost	<b><u>Rs. 9,31,11,997/-</u></b>
5.6	(a) Period of Contract	18 months
	(b) Defect Liability Period	6 Months
5.7	Earnest Money	Rs18,62,240/-
5.8	(a) Cost of Tender Document	Rs. 11,800/-
	(b) Tender processing fee	Rs. 7500/- + GST
5.9	E-tendering website	<a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a> For any help, please contact Tender Wizard Helpdesk at 011-49424365, +91-9599653865
5.10	Online Publishing Date / Date of uploading of NIT & Bid documents for downloading by Tenderers	<b>On Date 01.06.2018 at 11.00 Hrs</b>



5.11	Issue of Corrigendum, if any	<b>On or before last three days</b> from last date of submission (on websites <a href="http://www.tenderwizard.com/DFCCIL">www.tenderwizard.com/DFCCIL</a> and <a href="http://www.dfccil.gov.in">www.dfccil.gov.in</a> )
5.12	Pre-Bid Meeting	<b>On 13.06.2018 at 11.00 Hrs</b> At office of Employer: Chief Project Manager/MGS, DFCCIL, Swarna Complex, 2 <sup>nd</sup> Floor, Susuwahi, PO-Susuwahi (near Union Bank of India), Varanasi-221011
5.13	Date & Time of Submission of Tender	On or before date <b><u>04.07.2018 and time upto 15:00 hrs</u></b>
5.14	Date and Time of Opening of Tender (Technical bids - Packet A)	<b><u>Date 04.07.2018 at 15.30 hrs</u></b>  Opening date of Financial Bid (Packet-B) will be notified later
5.15	Validity of offer	120 days
5.16	(a) Security Deposit	5% of Contract value
	(b) Performance Bank Guarantee	Performance Guarantee (PG) have to submit within 30(thirty) days from the date of issue of Letter Of Acceptance (LOA), amounting to 5% of the contract value in the form as give in clause 16.4 of GCC

### 5.17 Schedule of Selection Process

The DFCCIL would endeavour to adhere to the following schedule:

Event Description	Estimated Date
Last date for receiving queries/clarifications	12.06.2018
Pre-Tender Conference	13.06.2018
DFCCIL response to queries	25.06.2018
Tender Submission Date or TSD	04.07.2018 up to 15.00 Hrs
Opening of Tenders	04.07.2018 up to 15.30 Hrs
Validity of Applications	120 days of Tender Submission Date
Signing of Contract	Within 30 days from date of issue of LOA

## 5.18 Conditions of Eligibility for Tenderers

### 5.18.1 Technical Capacity:

One completed or substantially completed Eligible Assignment (definition of which may be referred at Clauses 3.1.3 and 5.20 of Instruction to Tenderers) of minimum value **Rs. 3,25,89,200/-** executed for Railway/Metro works OR for any project executed for Central and State government, Public Sector Undertaking (PSU) of Central and State governments and Special Purpose Vehicles (SPVs) of Central Government in sector other than Railways/Metro.

### 5.18.2 Financial Capacity:

Payment for minimum total amount of **Rupees 13,96,68,000/-** received from any type of consultancy services contract for railway and non-railway sectors in Central and State government, Public Sector Undertaking (PSU) of Central and State Governments and Special Purpose Vehicles (SPVs) of Central Government.

### 5.18.3 Availability and Conditions of Eligibility for Key Personnel

(i) Key Personnel and their Responsibility shall be as follows:

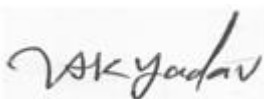
Key Personnel	Responsibilities
Team Leader (the “Team Leader”)	<p>He shall lead, co-ordinate and supervise the team for the Project Management Consultancy and shall be responsible for monitoring progress, implementation of Quality Assurance/ Control, and Safety Program; and issues as per TOR.</p> <p>He shall be the key person to co-ordinate with different inspecting agencies like RDSO, CRS and Indian Railways and responsible for assuring codal and contractual provisions.</p>
Resident Engineer	<p>He shall be responsible for construction planning, monitoring progress of work, supervising/ensuring compliance of quality, safety and environmental standards at work sites, development of method statements and work procedures, billing /measurement, checking of all construction and related activities -all as per Consultancy TOR, for the assigned jurisdiction.</p> <p>He shall also be in-charge and responsible for all designs and drawings related activities in terms of Consultancy TOR, including review of design/drawings, managing drawings, site specific changes in drawings and arranging</p>

	approved drawings /revisions to the contractor. He shall report to the Team Leader.
Program Expert	He shall be in-charge and responsible for project scheduling, Baseline Program, updates, progress tracking and reporting, and document control. He shall monitor / review Critical activities, adequacy of resource mobilisation by the Contractor(s), prepare recovery plans for recovering delays. He shall interact with Construction Managers for coordination among various disciplines. He shall report to the Team Leader.
Quality Assurance / Quality Control Manager	He shall be responsible for establishing and auditing Quality Assurance System and Quality Control at work sites including development of inspection and testing procedures, managing quality /inspection/test reports, inspecting work sites, witnessing lab tests, checking materials, reviewing effectiveness of Quality System, assisting Construction Manager/Resident Engineer in changing the method statements and work procedures, carrying out audits on construction supervision team and Contractors' works and trainings to site personnel. He will report to the Team Leader.
Environment, Health and Safety Manager	He shall be responsible for environmental management system, and health and safety management system as per the Consultancy TOR, including reporting/managing incidence/accident reports, site inspections, safety drills/trainings to site personnel, ensuring adherence to safety procedures, assisting Construction Manager/Resident Engineer in changing the method statements and work procedures on safety considerations. He will report to the Team Leader.
All the Key Personnel shall be deployed full time @ 6 days a week during the period of deployment for the Consultancy.	

(ii) Conditions of Eligibility for Key Personnel, in general, shall be as following:

Key Personnel	Professional Qualification Required for Eligibility	Length of Total Professional Experience Required for Eligibility	Length of Relevant Experience on Eligible assignments ( Also see iii)
Team Leader	Masters/	15 years	Should have led Project

	Bachelor in Engineering or equivalent		Management Team for one Eligible Assignment for a minimum period of two years,  Or,  Should have worked on similar/ Eligible Projects for over 3 years in the rank of Chief Engineer/ or over 5 years in the rank of Dy CE, or equivalent in Govt. or Public Sector Units.
Resident Engineer	Masters/ Bachelor in Civil engineering or equivalent	7 years	Should have worked as Construction Manager/ Resident Engineer for two Eligible Assignments,  Or, worked on similar/ Eligible Projects for over 5 years in the rank of Dy CE in Railway, or equivalent in Govt. or Public Sector Units.
Program Expert	Masters/ Bachelor in engineering or equivalent	3 years	Should have worked as Program Expert in the program control team for one Eligible Assignment,  Or, worked as part of project scheduling/ document control teams, Project Scheduling for major Projects costing over Rs 100 cr., for a cumulative period over 3 years.
Quality Assurance/ Quality Control Manager	Masters/ Bachelor in engineering or equivalent	3 years	He should have worked as Quality Assurance Manager /Quality Control Engineer for one Eligible Assignment  Or, as part of the Quality assurance team for major Projects costing over Rs 100 cr, for a cumulative period over 2 years.



Environment, Health and Safety Manager	Diploma in Health and Safety Management or equivalent with Bachelors as basic degree Or, Diploma in Industrial Safety / Ecology & Environment or equivalent with Bachelors as basic degree	3 years	He should have worked as Environment/ Health and Safety Manager for one Eligible Assignment  Or, as part of the Environment, Health and Safety team for major Projects costing over Rs 100 cr, for a cumulative period over 2 years.
--	--	---------	--

Note: Any proposed Key Personnel not meeting the above minimum requirements or as specified under (iii), shall not be considered, and awarded zero marks during Evaluation of the Proposal.

#### 5.19 Scoring Criteria for Key Personnel for Technical Evaluation

Maximum marks that can be awarded to a candidate for a position of Key Personnel shall be as follows:

Item Code	Key Personnel	Marks
3a	Team leader	25
3b	Resident Engineer	20
3c	Program Expert	10
3d	Quality Assurance / Quality Control Manager	10
3e	Environmental, Health and Safety Manager	5
<b>Grand Total</b>		<b>70</b>

Marks shall be awarded on the basis of the number of Eligible Assignments the candidate has completed on a similar position in projects specified at Clause 5.20. Eligible Assignments completed on a position junior to that for which the candidate is being proposed may also be considered as specified in Clause 5.18.3 (iii). The comparative marking among Tenderers for any position of Key Personnel shall be done as specified in Clause 3.1.2.

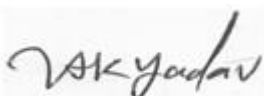
## 5.20 Projects for Eligible Assignments

Project Management Consultancy (PMC)/General Consultancy/Independent Engineer services for projects in railway as well as non-railway sectors for Central and State government, Public Sector Undertaking (PSU) of Central and State Governments and Special Purpose Vehicles (SPVs) of Central Government shall be considered as Eligible Assignments. Provided that the value of the consultancy assignment, that is being claimed as Eligible Assignment by the Tenderer, was at least **Rs. 3,25,89,200/-** and the same has been completed/substantially completed as defined in clause 2.2.2 (A) of ITT prior to TSD.

## 5.21 Other Professional Personnel

5.21.1 Professional Personnel other than Key Personnel and their respective responsibilities shall be as following:

Other Professional Personnel	Responsibilities
Sector Expert- Bridge Engineer (Steel Girder Bridge)	He will be responsible to provide technical expertise in construction, fabrication, erection, launching and management of railway bridges, specially steel girder bridges to the Consultancy Team, assist in establishing the Quality Assurance System, developing method statements, coordinating with various inspecting agencies for steel fabrication, training the Field Engineers /Site Supervisors /Site Engineers, inspecting works, and providing assistance to Construction Manager/Resident Engineer. He will also review bridge design/drawings. He will report to the Resident Engineer.
Sector Expert- Bridge Engineer	He will be responsible to provide technical expertise in construction and management of railway bridges / Road Bridges/ Road Over Bridges to the Consultancy Team, assist in establishing the Quality Assurance System, developing method statements, training the Field Engineers /Site Supervisors /Site Engineers, inspecting works, and providing assistance to Construction Manager/Resident Engineer. He will also review bridge design/drawings. He will report to the Resident Engineer.
Field Engineers - Bridge (Steel Girder / Steel Fabrication)	He shall be responsible for construction supervision, fabrication supervision, measurement checking and all other field related activities related to fabrication and erection of steel girders. He will report to the Resident Engineer.



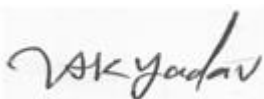
Signature of Tenderer(s)

Field Engineers - Bridge	He shall be responsible for construction supervision, measurement checking and all other field related activities related to concrete bridge /road over bridge components. He will report to the Resident Engineer.
Field Engineers - ROB/Formation /Road Work	He shall be responsible for construction supervision, measurement checking and all other field related activities related to ROB formation work, approach work and road construction. He will report to the Resident Engineer.
Surveyor	He shall be responsible for correct setting out of works at site. He shall check the centerline, layout of curve, levels, profiles and layouts of structures. He will report to the Resident Engineer.
Material Engineer	He shall be responsible for supervising all the tests to be done in different stages of construction, besides ensuring that specific tests are done as per codal provisions/stipulations. He will be coordinating with the contractor's test team and ensure proper record keeping of all the tests. He will report to Resident Engineer.
Quantity Surveyor	He will be reporting to the Team Leader in day-to-day working. His responsibilities will be related to quantity surveying/ processing of the invoices/Bills etc. He will be responsible for reporting all the measures required for controlling project cost and time overruns.
Lab Technician	He shall be responsible for supervising all the tests to be done in the different laboratories at different stages of construction, besides ensuring that specific tests are done as per codal provisions/stipulations. He will ensure proper record keeping of all the tests. He will report to Resident Engineer.

5.21.2 Minimum Eligibility criteria of Other Professional Personnel shall be as following

Other Professional Personnel	Professional Qualification Required for Eligibility	Length of Total Professional Experience Required for Eligibility	Length of Relevant Experience Required for Eligibility
Sector Expert- Bridge Engineer	Masters/ Bachelor /	10 years for B.Tech/	He should have worked as steel bridge expert for one Eligible

(Steel Girder Bridge)	Diploma in Civil or Mechanical engineering	M.Tech Or 15 Years for Diploma holder	Assignments on railway project or have working experience of at least five years in construction and fabrication/erection/launching of steel bridges in railway organizations.
Sector Expert- Bridge Engineer	Masters/ Bachelor / Diploma in Civil engineering	10 years for B.Tech/ M.Tech Or 15 Years for Diploma holder	He should have worked as bridge expert for one Eligible Assignments on railway project or have working experience of at least five years in construction of bridges / ROB in railway /highway organization
Field Engineers - Bridge (Steel Girder / Steel Fabrication)	Diploma in Civil /Mechanical Engineering  Or Bachelor Degree in Civil /Mechanical Engineering	5 years for Degree Holder  Or, 10 years for Diploma Holder/	Should have worked at least as Field Engineer for similar nature of work i.e. fabrication, erection and launching of steel girder of ROB/Bridge over the Railways and construction of ROB/Bridge work for at least 2 years
Field Engineer- Bridge	Diploma in Civil Engineering  Or Bachelor Degree in Civil Engineering	5 years for Degree Holder  Or, 10 years for Diploma Holder/	Should have worked at least as Field Engineer for similar nature of work i.e. construction of RSC/PSC Bridge for Railway/Highways or ROB for at least 2 years
Field Engineers - ROB/Formation /Road Work	Diploma in Civil Engineering  Or Bachelor Degree in Civil	5 years for Degree Holder  Or, 10 years for Diploma Holder/	Should have worked at least as Field Engineer for similar nature of work i.e. construction of formation work for road, approach work of ROB, reinforced earth construction for at least 2 years





	Engineering		
Surveyor	Minimum ITI (Survey) or Diploma in Civil Engineering	Minimum 5 years for ITI holder and 2 year for diploma holder	At least 2 year as Surveyor in Construction of Rail/Road Projects. He should be having experience in modern surveying equipments.
Material Engineer	Preferably Degree or at least Diploma in Civil Engineering	2 years for Degree holder and 5 years for Diploma holder.	At least 2 years as Material Engineer / Supervisor and above in in Construction of Rail/Road Projects.
Quantity Surveyor	Preferably Degree or at least Diploma in Civil Engineering.	2 years for Degree holder and 5 years for Diploma holder.	At least 2 years as Quantity Surveyor or Supervisor and above in Quantity Calculation/ Preparation of contract Bills in Construction of Rail/Road /Bridge Projects.
Lab Technician	Preferably Diploma in Civil Engineering.	2 years for Degree holder Or, 3 years for Diploma holder	At least 2 years as Lab Technician / Lab Supervisor and above in Quality Control in Construction of Rail/Road /Bridge Projects.

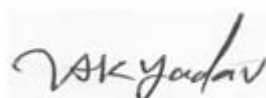
\_\_\_\_\_END OF PROPOSAL DATA SHEET\_\_\_\_\_

## **VOLUME II**

### **SCHEDULE III**

### **TERMS OF REFERENCE**

**(TOR)**



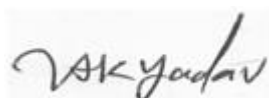
## TERMS OF REFERENCE

### 1. INTRODUCTION OF THE PROJECT

- 1.1 Road over bridges (ROB) are being constructed on the level crossings falling on Eastern Corridor of DFCCIL. These ROB's shall span over the existing railway lines and the proposed DFCC lines. The ROB's shall be constructed in Railway and DFCCIL portion only with bow string or other suitably designed girder and suitably designed RCC abutments, piers and foundations including staircases and other allied components. The approach portion of ROB's are required to be constructed as per IRC for different class of road as approved by State Govt.
- 1.2 Sanctioned Project: In Mughalsarai- Sonenagar Section of EDFC, at 34 level crossings DFCCIL is constructing ROB's for which separate works tenders have been invited / being invited.
- 1.3 **Scope of Work of Selected Project(s)**
- 1.3.1 The works tender for construction of different ROB's is being packaged depending on geography, approval of GADs and sanction of works. The construction of these ROB's is being taken up through separate Works Contractors (the "**Contractor(s)**") for which contracts have already been awarded/ under finalization. DFCCIL has decided to appoint the Consultant in the field of Civil engineering / Bridge Construction for Project Management Services for Construction Supervision of the said Project(s) (the "**Project(s)**").
- 1.3.2 Presently, Project Management Consultancy Services for 23 (Twenty Three) ROB's of the Mughalsarai-Sonenagar section as shown in Para 4.4 (Volume II, Section 4) will be taken up for this Consultancy Contract.

### 2. OBJECTIVE

- 2.1 The objective of this Consultancy (the "**Objective**") is to assist the DFCCIL in implementation of the Project(s) till the successful completion, commissioning and handing over of all works to the zonal DFCCIL and comprehensively supervise the works and activities carried out by the Contractor(s) as "Engineer's Representative" under the respective contract(s) in a manner that would ensure:
- a. total compliance of technical specifications and various other requirements contained in the respective contracts by the Contractor(s);
  - b. high standards of quality assurance system complying ISO 9001 in the Consultancy as well as the works and activities of the Contractor(s);
  - c. comprehensive and documented reporting to the DFCCIL of Consultant's own activities, progress of the Project(s) and compliances/ non-compliances by the Contractor(s);



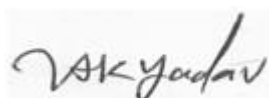
- d. modern safety practices in execution of works at project sites for ensuring complete safety to works, workers, running trains, general public, and structures and properties adjacent to work sites;
- e. proper verification of measurements and bills submitted by the Contractor(s) so that payments made by the DFCCIL against these bills truly reflect the actual work done at site complying with the requirements of the respective contract(s);
- f. proper interface and coordination among the DFCCIL, Contractor(s), other consultants/ contractors and local bodies/ state government; and
- g. Full documentation of the completed works including applications for various approvals.

### 3. SCOPE OF SERVICES

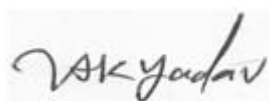
The Consultant's main responsibility is to ensure execution of work with due controls for safety, quality control, cost control and project progress monitoring. The Services to be performed by the Consultant shall include but not be limited to those described hereunder.

- 3.1 The Consultant shall review and revalidate the planning, survey, alignment and design done at the DPR/ FLS/GAD stage, by the detailed design consultant or by the Contractor, as the case may be, in order to provide verified/proof checked working document to the Contractor. It is clarified that the Consultant shall not be responsible for carrying out any field survey but it shall be responsible for supervision of survey work being done by the Contractor or by any other consultant appointed by the DFCCIL.
- 3.2 The Consultant shall set up framework of quality assurance system consisting of model documents on management procedures for managing construction, design, quality, safety, training, environment, non-conformances, payment, reporting, project schedule etc. These model documents would form the basis on which the Contractor(s) would prepare their own respective documents that shall be checked, commented upon and finally concurred by the Consultant before start of respective work by the Contractor(s).
- 3.3 The Consultant shall develop formats for method statements and work procedures for describing important and complex construction works including model documents for key aspects of the Project(s). These formats and model documents would form the basis on which the Contractor(s) would prepare their own respective documents that shall be checked, commented upon and finally concurred by the Consultant before start of respective work by the Contractor(s).
- 3.4 The Consultant shall develop formats for inspection and testing procedures for quality control at site and record keeping including model documents for key aspects of the

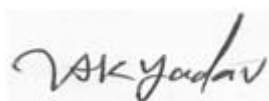
- Project(s). These formats and model documents would form the basis on which the Contractor(s) would prepare their own respective documents that shall be checked, commented upon and finally concurred by the Consultant before start of respective work by the Contractor(s).
- 3.5 The Consultant shall examine, comment and issue No Objection Certificate on the management plan/ procedures, method statements, work procedures, design, drawings, execution schemes, launching schemes, inspection and testing procedures and other such documents submitted by the Contractor(s) and ensure that they are in conformance to the model documents and formats approved by the DFCCIL and in compliance to the requirements of Contract(s).
- 3.6 Through proper coordination with the Contractor(s) and monitoring of site work the Consultant shall ensure that the Contractor(s) do not carry out any work without approved working drawings and agreed procedures, method statements, work procedures and inspection and testing procedures.
- 3.7 The Consultant shall prepare the Project Program in suitable software for monitoring the Project. The Consultant shall also prepare four week and four month rolling programs (containing progress during the previous week/month and showing the planned work during the next three weeks/months) for discussion in the weekly and monthly meetings with the Engineer-In-Charge. These rolling Programs shall be updated by the Consultant every week or month, as the case may be. The Consultant shall also review and comment on the Project Programs submitted by the Contractor(s) and ensure compliance of such comments in the revision thereof. It shall also carry out periodic reviews of the Contractor(s)'s resources vis-à-vis Project Program and ensure that the Contractor(s) mobilizes additional resources to meet the Program requirements.
- 3.8 The Consultant shall ensure compliance of all rules of DFCCIL/Indian Railways related to the execution of the Project(s). Special care shall be taken in imposing necessary speed restriction, caution, arranging necessary traffic/ power blocks, where necessary.
- 3.9 The Consultant shall carry out scheduled inspections of work sites and issue site instructions and assist the DFCCIL to issue non-conformance notices to the Contractor(s) after identification of defects or non-conformance to specifications, method statements or to any other requirement in the Contract. It shall also monitor that the Contractor(s)'s own quality inspection teams carries out similar regular inspections and raising site instructions and non-conformances.
- 3.10 The Consultant shall monitor and ensure the compliance of quality assurance system, method statements, work procedures and inspection and testing procedures by the Contractor(s)'s own quality organization through regular site inspections raising deficiencies through their own site instructions and non-conformance reports.



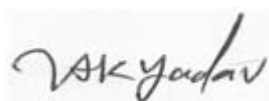
- 3.11 The Consultant shall check and verify the measurements and arithmetical errors in accounts, invoices, bills and other statements submitted by the Contractor(s) with the actual work done at site to the conformance of respective contracts and issue interim certificates for progress payments within 14 working days of receipt of bill from the Contractor(s) and forward the same to the Engineer for further checking and making payments to the Contractor(s).
- 3.12 The Consultant shall identify and document encroachments, if any occur during the execution of the Project(s), prepare details of land acquisition, and monitor railway's land and assets during construction.
- 3.13 The Consultant shall monitor and ensure that the Contractor(s) mobilize adequate and suitable workers, sub-contractors, materials and construction equipments for carrying out works as per the approved Project Program.
- 3.14 The Consultant shall monitor and ensure that the Contractor(s) carry out construction in compliance of environmental standards, safety of the works, safety of trains, safety of road traffic, safety of personnel/ public, and safety of construction equipments complying environmental and safety standards laid down in the Contract(s) and quality assurance documents.
- 3.15 The Consultant shall monitor and ensure that every incident at the work site is reported and recorded and that the Contractor takes corrective and preventive measures for avoiding their recurrence. Further it shall also inspect and report unsafe and inferior practices at the work site through control documents and ensure that the Contractor(s) takes corrective and preventive measures to improve the practices to avoid accidents.
- 3.16 The Consultant shall review minor changes in design; alignment and layout required at work site and approve them for avoiding stoppage of work at site subject to subsequent approval of the DFCCIL/Railway. However in all such cases it shall take prior verbal permission of the DFCCIL/Railway.
- 3.17 The Consultant shall review major changes requested by the Contractor(s) in design, alignment and layout and submit its comments/ recommendation for consideration of the DFCCIL.
- 3.18 The Consultant shall review, quantify, comment and submit its recommendations to the DFCCIL on claims of variations by the Contractor(s), if any. It is the duty of the Consultant to keep a tag on variation in quantities in work contracts and raise alarm sufficiently in advance to enable DFCCIL take necessary corrective action.
- 3.19 The Consultant shall inspect and approve materials at source as well as at site for use in permanent works and ensure that quality of such materials is in accordance with the contractual specifications.



- 3.20 During the course of execution of the Project(s) the Consultant shall suggest modifications in the Contractor(s)'s work program, procedures, method statements; material sources etc. and ensure that they are complied by the Contractor(s) in accordance with the Contract(s).
- 3.21 The Consultant shall prepare and present monthly progress reports to the Railway, containing description of ongoing, completed, and delayed project activities illustrated by bar charts, comments on the Contractor(s) progress report and progress/ completion photographs.
- 3.22 The Consultant shall inspect, measure, record and approve setting out and other such intermediate stages of work which is about to be covered or put out of view before permanent work is placed thereon so as to enable the Contractor(s) to proceed with the work at site without causing any delay and at the same time with proper checks and records before a work gets hidden.
- 3.23 The Consultant shall check and review concrete mix design, temporary works design, drawings, formation compaction scheme and such other construction related proposals from the Contractor(s) and submit comments for consideration of approval by the DFCCIL. The Consultant shall ensure carrying out required alterations in the drawings in the process of approval. DFCCIL's approval to various plans, design, documents, drawings etc shall be made available to the Contractor(s) through the Consultant.
- 3.24 The Consultant shall review, comment and modify proposals for S&T and OHE Power disconnections block working, non-interlock working which require CRS approval/ Electrical Inspector to Government (EIG), wherever required, before the proposals are forwarded to CRS/ EIG. The Consultant shall further review the arrangements during the non-interlock working / block working and ensure smooth progress of work and train operation with the required coordination with the concerned departments. The Consultant shall further liaison between various contractors and designers such that the designs for each sub-system, in particular their civil works such as ducting, pedestal, cabins, poles and supports will be integrated properly into the overall project works.
- 3.25 The Consultant shall witness, verify, analyze and check the laboratory and field tests carried out by the Contractor(s) and carry out independent tests.
- 3.26 The Consultant shall order the uncovering of completed works, additional destructive tests, and assist the DFCCIL in removal of improper/ substandard works and replacement with proper materials/ works at site.
- 3.27 The Consultant shall assist and advise the DFCCIL in taking appropriate and timely actions for ensuring fulfillment of the Contractual obligations by the Contractor(s) and successful completion of Project(s) in time.



- 3.28 The Consultant shall review the proposal for sub-contractor, if any, submitted by the Contractor(s) and comment/ recommend to the DFCCIL for return for compliance of observation or approval as the case may be.
- 3.29 The Consultant shall maintain records, test data; details of variations, correspondence and diaries in the formats specified/ approved by the DFCCIL and shall submit them to the DFCCIL from time to time as requested by the DFCCIL.
- 3.30 The Consultant shall assess material and machinery to be supplied by the DFCCIL, prepare schedule of supply and arrange their release to the Contractor(s) as per the progress of the work at site and maintain its proper accountal.
- 3.31 The Consultant shall prepare quarterly cash flow projections for the DFCCIL over the Contract(s) based on the projected progress of Project(s).
- 3.32 The Consultant shall maintain a day-to-day diary which shall record all events pertaining to the administration of the Contract, request forms and orders given to the Contractor(s) and any other information which may at a later date be of assistance in resolving queries which may arise concerning execution of the works.
- 3.33 The Consultant shall assist the DFCCIL in meetings with the Contractor and co-ordination work with different agencies and hold meetings for proper and timely implementation of the works.
- 3.34 The Consultant shall advise and assist the DFCCIL in Dispute Resolution /arbitration proceedings, the appeal of arbitration or litigation relating to the works, whenever required during or after the Consultancy assignment till the expiry of the Defect Liability Period.
- 3.35 The Consultant shall assist the DFCCIL in obtaining sanction of Commissioner of Railway Safety (CRS) for commissioning of the new railway assets. This shall include preparation, modification and compilation of documents, reports, drawings and other necessary material for submission to the CRS and preparation of replies, compliance of observations of CRS in document as well as at site etc.
- 3.37 The Consultant shall prepare, check, compile and ensure completion drawings and as-built drawings either on its own or through the Contractor(s) and submit them to the DFCCIL/Railway. It shall also prepare completion certificate to be issued by the DFCCIL/Railway to the Contractor(s) on completion of their works.
- 3.38 The Consultant shall prepare O&M manuals for the completed Project(s) highlighting the important and salient technical aspects so as to achieve a longer Project life and smaller maintenance frequency. The Consultant shall also train DFCCIL/Railway's personnel in operation and maintenance of the Project assets based on the Manuals so prepared.





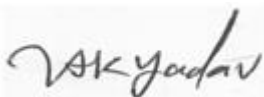
- 3.39 The Consultant shall carry out any other assignment given by the DFCCIL toward fulfillment of the Objective of the Consultancy and which are restricted to such Services as are necessary for fulfilling the obligations of the Engineer.
- 3.40 The Quality Assurance Plan (QAP) to be prepared by the Contractors and ensured by the Consultant shall include the following:

a)	Materials, equipments, workmanship and end products	Type of tests and frequency at source and at site as available
b)	Degree of quality control measures	Acceptability criteria as per tender specifications
c)	Quality check	Rectification/corrective action surveillance, review technical appraisal, performance
d)	Records, reporting and documentation	Formats for records keeping, reporting and analyzing

- 3.41 The Consultant shall exercise complete day-to-day supervision during construction period of the assigned work, ensuring quality control in accordance with tender stipulations, specifications, drawing and site conditions. The quality control will be exercised at all stages of construction, viz. Approval of materials thereof in proper proportion including prescribing norms for test periodically and acceptability criteria and workmanship at all stages of execution of individual terms of work.
- 3.42 The consultant shall suggest to the DFCCIL modifications, if any, due to site conditions and advising regarding cost variation, on account of extra items and excesses on the contract.
- 3.43 The consultants shall ensure regular and timely flow of working drawings/instructions.
- 3.44 The consultants shall monitor the progress by using modern methods of control such as computerized CPM / Project Management Softwares and submission of progress reports of work executed monthly.
- 3.45 The consultant shall undertake complete administration and management of contract till expiry of the defect liability period and payment of final dues to the contractor.
- 3.46 The Consultant shall render to the DFCCIL/Railway all required assistance, technical services, guidance, support, or advise on matters concerning engineering aspects of the Projects by way of personal interaction, and also through invited Experts on the matter with DFCCIL's prior approval.

#### 4. Consultant's Authority

- 4.1 The Team Leader of the Consultant shall act as Engineer's Representative on behalf of the Engineer-in-Charge from the DFCCIL and exercise such authority as may be delegated by the Engineer-in-Charge for day-to-day working. Team Leader may further



allocate and delegate such authority, as may be necessary for effective management of the Consultancy, to other Key Personnel in the Consultant's organization such as Resident Engineer, Design Engineer. All communication from the Consultant shall be carried out by the Team Leader or such Personnel who has been delegated the requisite authority. One copy of all correspondences emanating from the Consultant addressed to other than the DFCCIL shall invariably be marked to the Engineer-in-Charge.

4.2 The Consultant shall however not have any power in respect of the following and it shall only make recommendations to the Engineer-in-Charge of the DFCCIL in these matters:

- a. Approving deployment of any sub-contractor by the Contractor(s);
- b. Granting Claims of Contractor(s);
- c. Ordering suspension of Contractor's work;
- d. Determining of an extension of time;
- e. Waiving off the penalty and arranging the repayment of compensation for delay;
- f. Issuing a variation order;
- g. Ordering any works/test beyond the scope of the Contract(s);
- h. Determining rates for the extra items/extra work;
- i. Any variation in the contract condition;
- j. Approval to designs submitted by the Contractor(s);
- k. Relieving the Contractor(s) of its duties, responsibilities and obligation stated in the respective Contract Contracts; and
- l. Exercising authority for items other than those provided in these terms of reference and stipulated in the Contract.

## **5 Consultant's Responsibility**

5.1 The Consultant shall ensure that all its Personnel are experienced in modern methods of construction management, monitoring and supervision. It shall deploy experienced Personnel to the extent possible and shall provide compulsory training to its Personnel in quality, safety, and environment and construction management including training in railway works at IRICEN or such other Railway institutes. Further the Consultant shall provide compulsory job specific training to all its Personnel. All the Personnel of the Consultant should be fully aware of all relevant management procedures, method statements, work procedures, inspection and testing procedures and Contract requirements/ specifications.

- 5.2 The Consultant shall work towards minimizing, if not total elimination of, claims and disputes from the Contractor(s).
- 5.3 While checking the invoices and bills submitted by the Contractor(s) the Consultant shall ensure recovery of advances including statutory recoveries and continued validity of securities submitted by the Contractor(s)' towards fulfillment of their liabilities to the works Contract(s).
- 5.4 The Consultant shall ensure implementation of various Labour Laws, Rules and Regulations including employee provident fund and other welfare measures by the Contractor(s) as per the extant provisions and as laid down in the Contract(s).
- 5.5 The Consultant shall maintain copies of all reference documents, specifications, drawings, management procedures, method statements, work procedures, inspection and testing procedures in a systematic manner in the office of the Project Manager/ Resident Engineer and provide adequate copies to site supervision personnel.
- 5.6 The Consultants shall be fully responsible for the soundness and correctness of all works executed by the Contractor, the soundness of design and of the conformity of the work to the approved plans, designs and specifications and conditions of contract applicable to the subject work.

## **6 Reports and Deliverables**

The Consultant shall prepare and deliver reports including but not limited to those provided hereunder. Each of such reports shall be reviewed and commented by the DFCCIL preferably within 14 days of the receipt of the report. The Consultant shall thereafter revise and modify the report to comply the DFCCIL's observations and resubmit not later than 7 days of the receipt of such observations. Further, during course of the Consultancy the DFCCIL may at any time instruct the Consultant for further changes in these reports which the latter shall comply within 7 days of such instruction.

### **6.1 Inception Report**

Within 21 days of the commencement of the Consultancy Contract, the Consultant shall prepare and deliver an Inception Report (the "**Inception Report**"). The Inception Report shall be a further elaboration of the Consultant's submissions towards understanding of the Tender, the methodology to be followed and work plan. It shall also include quality assurance plan conforming ISO 9001 system of the Consultant's own working and including but not limited to quality policy, organizational structure, organizational chart, roles and responsibility of various positions, names of personnel proposed to man these positions, list of management procedures and element comparison schedule to establish compliance with ISO 9001 system. Roles and responsibilities of Key Personnel and Other Professional Personnel specified at Annex-13 shall be expanded and detailed by the Consultant so as to make each Professional

Personnel responsible for specific items in a manner that all items of the Terms of Reference are distinctively covered.

## 6.2 Management Procedures for Consultancy

The Consultant shall deliver detailed management procedures as listed in the quality assurance plan within 42 days of the commencement of the Consultancy. These procedures will describe how the Consultant will carry out the scope of Services and discharge its responsibility contained in the TOR. The management procedures shall be prepared for various Consultancy management activities including but not limited to personnel recruitment, training, document control, work inspections, material inspections, measurement checks, quality control, and design control.

## 6.3 Model Project Quality Management Framework

The Consultant shall prepare and deliver model Project quality management framework consisting of management plan and procedures to be followed by the Contractor(s) within 56 days of the commencement of the Consultancy.

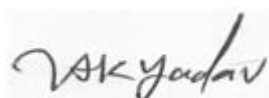
## 6.4 Project Systems and Procedures

Within 70 days of the commencement of the Consultancy, the Consultant shall prepare and deliver formats for method statements, work procedures, inspection and testing procedures which shall be followed by the Contractor(s) for preparing their own documents.

## 7. Consultancy Team and Project Office

7.1 The Consultancy Team consisting of Key Personnel, Other Professional Personnel and Support Personnel as specified in the Annex-5 of the Contract. The Chief Resident Engineer shall be the Team Leader of the Consultancy Team and he shall be authorized by the Consultant through a Power of Attorney for taking all necessary actions on behalf of the Consultant for successfully carrying out the Services under the Consultancy and for all the day to day communication with the DFCCIL.

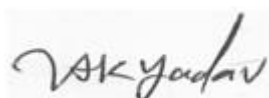
7.2 The Consultant shall deploy all his Key Personnel and technical experts at the Project office (the “**Project Office**”) located at a place agreed with the Engineer-in-Charge as per deployment schedule at the Annex-12 of the Contract. Field engineers e.g. Design Engineers, Section Engineers and Site Engineers and Support Personnel may be deployed either at the Project Office or site offices (the “**Site Office(s)**”) as agreed by the Engineer-in-Charge. The DFCCIL may change the Deployment Schedule. The DFCCIL will provide at least one month notice for deployment of Personnel in case of change in the Deployment Schedule and the Consultant shall deploy such Personnel within this period. The Consultant shall deploy any Personnel only after the CV of such Personnel has been approved by the DFCCIL in advance.



7.3 The Engineer-in-Charge or the Engineer of the DFCCIL or any representative thereof may visit the Consultant's Project Office or the Site Office(s) any time during office hours for inspection and interaction with the Consultant's Personnel. It is expected of the Consultant to carry out the operations from its Project Office and Site Office(s). The management of the Consultant or its senior personnel would provide support to the Consultancy Team, as and when so required, from the headquarter office or other offices of the Consultant. Costs of man days of all such personnel and headquarter support services on the Consultancy shall be deemed to be covered under the Overhead costs specified in the Annex-4 of the Contract.

7.4 Meetings with the DFCCIL/Railway

The Team Leader shall report to the Engineer-in-Charge of the DFCCIL for all matters arising out of the Consultancy. Close interaction of the Team Leader with the Engineer-in-Charge is required for timely inputs, feedbacks on proposals, confirmation of operational requirements and approval of intermediate stages. The Team Leader along with selected Key Personnel shall interact with the Engineer-in-Charge, the Engineer and other supervisory staff of the DFCCIL (the "Project Team") once a week for weekly review meetings in which weekly progress reports, four week rolling Program and other reports shall be discussed. The Consultant's team of Personnel shall present its monthly progress report in a meeting with senior officers of the DFCCIL/Railway at the DFCCIL/Railway's Headquarters/ offices or at a place mutually convenient to both the Parties once a month. Final decision regarding the location of any such monthly meeting shall rest with the Engineer-in-Charge from the DFCCIL. Apart from other reports, four month rolling Program submitted by the Consultant shall also be discussed in the monthly meeting. Team Leader must participate in every Monthly meeting unless he is unavailable due to sickness. Team Leader may participate in alternate weekly meetings. In the absence of the Team Leader, the Consultancy Team shall be lead by the Resident Engineer in such meetings. In addition, the Team Leader or respective Key Personnel shall make formal presentations to the DFCCIL/Railway in such meetings as part of the interactive process as and when mutually agreed upon. Inputs and response provided by the Project Team or the DFCCIL/Railway in these presentations shall be minuted by the Consultant, got it approved by the Engineer-in-Charge, and be considered as the DFCCIL's tentative response. The Consultant shall submit the draft report of all important deliverables at least two weeks in advance of their proposed formal submission. Consultant shall actively associate in the Project Team's reviews of various submissions and provide necessary clarifications, documents and backup information for conducting the reviews. Further, the DFCCIL will send brief formal responses within two weeks of the Consultant's request for certain decisions and also to the formal submissions. These should be considered and reflected in the final report of the respective reports/documents/deliverables.



**8. Equipments and Services to be provided by the DFCCIL**

The DFCCIL will provide certain equipments, office accommodation, office consumables etc. as specified in the Annex-11 of the Contract free of cost. These will be provided either directly or through the works Contractor. During the period office space and office consumables are provided to the Consultant the payment against respective items of Annex-6 and Annex-9 shall not be paid to it. However if the DFCCIL is not able to provide offices and office consumables, partly or fully, the Consultant shall be paid as per the Schedule of rates specified in Annex-6 and Annex-9 for such additional period, subject to such additional period not being more than 50% of those provided therein.

**9. Measurement of Works of Contractor**

9.1 Measurement and preparation of bill etc. would be undertaken by the works Contractor and submitted in serially numbered measurement sheets in the approved format supplied by the DFCCIL. Measurements recorded by the Contractor shall be checked by the Consultant as following:

(i) For hidden items of all departments, earthwork 100% centerline initial levels and 20% cross sections having heavy cross slopes, ballast measurement, pitching stone measurement and classification of soil - to be recorded by contractor in the presence of Resident Engineer of PMC and DFCCIL nominated engineer not less than Executive level.

(ii) For other measurements - 100% test check by Section / Field Engineer (SE) of PMC, 20% test check by Resident Engineer (RE) of PMC, not less than 5% test check by DyCPM / PM or equivalent in other departments, covering items test checked by SE and RE as well as other items also.

In the event of the Consultant discovering a mistake in any measurement recorded by the Contractor, which is not a minor one or a matter of misjudgment by the Contractor's engineer recording it, the Consultant shall inform each such instance to the Engineer-In-Charge for necessary action by the DFCCIL against the Contractor in accordance with the works contract. The Consultant shall arrange for joint correction with the Contractor's project manager of all such mistakes in the recorded measurements but not before the Contractor has taken suitable action against his engineer who recorded such measurements in the first place.

9.2 Further the DFCCIL shall carry out representative test checks of the measurements checked, verified and corrected by the Consultant as described above. All the men and materials required for such test checks by the DFCCIL official shall be provided by the Consultant. The Dy CPM / PM / DPM/ APM/ Executive or equivalent in other departments of the DFCCIL may also exercise random checks so as to ensure that the prescribed procedure has been followed and that there are no excess payment on

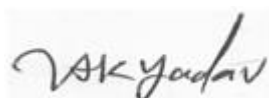
account of incorrect/irregular measurements in the bill submitted to the DFCCIL for payment. In case any incorrect/irregular measurement is noticed by the DFCCIL in the bill forwarded by the Consultant which is attributable to the collusion of the Consultant's Personnel with the Contractor's personnel, such Personnel shall be immediately removed from the Project and the Consultancy and shall be blacklisted for working in any Consultancy on the DFCCIL. In case the noticed incorrect/irregular measurement is attributable to the carelessness of the Consultant's Personnel, such Personnel shall be removed immediately from the Consultancy/Project and suitable substitute has to be arranged by the Consultant. Further, for any mistake leading to excess billing in favour of the Contractor, either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel, liquidated damages not exceeding an amount equal to 10% (ten percent) of the amount of excess payment shall be levied on the Consultant.

- 9.3 For hidden items, which cannot be verified later on even through the latest non-destructive testing methods such as initial levels before the earthwork, the test checks shall be more comprehensive and stringent than those prescribed under the clause 9.2 above and further these shall be recorded in the presence of the DFCCIL's representative. The DFCCIL will notify such procedure from time to time.
- 9.4 The Consultant shall indemnify the DFCCIL for excess billing claimed by the Contractor and paid by the DFCCIL, either due to oversight of the Consultant's Personnel or done intentionally with the collusion of the Consultant's Personnel. The Consultant shall take out and maintain insurance at his own cost against this risk and for fulfilling its responsibility against this indemnity. Any such excess billing to the Contractor shall be first recovered from the Security Deposit and the Performance Guarantee and the balance amount, if any, shall be recovered by claiming benefit from the professional insurance of the Consultant.

## 10. Field Inspections

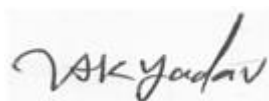
Regular inspection of Contractor's works in the field is the most important element for achieving the Objective of this Consultancy. Each Professional Personnel of the Consultancy Team shall carry out regular field inspections as per the minimum frequency specified below:

- a. The Team Leader shall inspect every work site at least once a fortnight and further whenever his services are required at the Project site either by the DFCCIL or the Consultant's Personnel. His field inspections shall be for ascertaining that the Field Engineers and Site Engineers are carrying out their work as per the Quality Assurance System, accompanying the field inspection by the Engineer-in-Charge and his senior officers from the DFCCIL to receive instructions from them and ensuring that the Contractor is carrying out works as specified in the method statements, procedures and specifications and also



for studying the problems on the spot and giving necessary clarification/direction.

- b. The Resident Engineer / Bridge Engineer shall inspect every work site at least once a week and whenever his services are required at the Project site either by the DFCCIL or the Consultant's Personnel. His field inspections shall be for ascertaining that the Field Engineers and Site Engineers are carrying out their work as per the Quality Assurance System, carrying out test checks of measurements, accompanying the field inspection by the Engineer and his senior officers from the DFCCIL to receive instructions from them and ensuring that the Contractor is carrying out works as specified in the method statements, procedures and specifications and coordinating with the Contractor's project manager for successful execution of the Project.
- c. Filed Engineer shall inspect every work site under his supervision at least once a day and whenever his services are required at the Project site either by the DFCCIL or the Consultant's Personnel. His field inspections shall be for ascertaining that the Site engineers are carrying out their work as per the Quality Assurance System, carrying out checks on measurements, accompanying the field inspection by the DFCCIL's supervisory staff and his senior officers from the DFCCIL to receive instructions from them and ensuring that the Contractor is carrying works as specified in the method statements, procedures and specifications and witnessing important works like concreting, reinforcement lowering, surveying etc.
- d. Site Engineer, or in his absence Field Engineer, shall inspect every work site under his supervision at least twice a day and shall remain at the work site during each important construction activity such as concreting, reinforcement lowering, testing, etc. He shall accompany each inspection by any of the Consultant's Personnel or DFCCIL's officers or supervisors. He will ensure that the Contractor's engineers and staff are available at site and are carrying out all necessary checks, tests and procedures.
- e. Sector Expert, Design Review Manager, Program Expert and other experts shall inspect every work site at least once a month and as and when necessity arises or requests are received from Bridge Engineer/ Filed Engineer/ Site Engineers or are instructed by the Team Leader or the DFCCIL to do so as to solve specific issues at site.
- f. Quality Assurance Manager and Environment, Health and Safety Manager shall inspect each work site at least once a week and whenever their services are required for ascertaining that the Quality Assurance System is being followed by the Consultant's field Personnel and the Contractor and checking the compliances of the earlier site instructions, non-conformance notices, incident reports and sub-standard safety condition reports. They shall accompany each





inspection by the Team Leader, Engineer-in-Charge and other officers of the DFCCIL as and when requested.

#### **11. Schedule of Payment**

The Consultant shall raise periodic on-account bills, not more than once a month, for the Services rendered by it under this Consultancy. Such bills will consist of expenditure incurred by the Consultant against various items of Services under sub heads A, B and C of the Schedule of Costs for Services at Annex-4 of the Contract. The payable rates for Personnel, office, vehicles, meetings and office consumables shall be as agreed under respective Schedules placed at Annexes 5 to 9 of the Contract. The DFCCIL shall make payment to the Consultant against such bills in the manner and in installments specified in the SCC. Overhead Expenses and Service tax shall be paid at the rates agreed in the Annex-4 of the Contract over the sub-total of sub-heads A, B and C.

#### **12. Duration and Completion of Services**

12.1 The Consultancy shall be completed on successful commissioning of the Project(s) and submission by the Consultant of all as-built drawings and other reports of the Project and the Consultancy to the DFCCIL. All such drawings and reports shall remain the property of the DFCCIL and shall not be used for any purpose other than that intended under these Terms of Reference. The Consultancy services shall stand completed on acceptance of all the required deliverables of the Consultant by the DFCCIL and issue of Completion Certificate by the DFCCIL to Consultant.

##### **12.2 Duration of Services**

The Services shall have to be completed in all respect by the Consultant within a time period of 24 months including the Defect Liability Period of 6 months. However in the event of delay in the completion of the Project not attributable to the Consultant, the Engineer-in-Charge may grant such extension of time as in his opinion is reasonable having regard to the extension of time granted to the Contractor(s) from time to time. Further the DFCCIL may also grant extension of time along with liquidated damages if the delay is attributable to the Consultant. In case of any extension of time, with or without damages, the Consultant shall complete the Services in all respect within such extended time.

**END OF TERMS OF REFERENCE**

## **VOLUME II**

### **SCHEDULE IV**

## **SPECIAL CONDITIONS OF CONTRACT (SCC)**

## SPECIAL CONDITIONS OF CONTRACT

### Amendments of, and Supplements to, Clause in the General Conditions of Contract:

GCC Clause No.	Amended As / Supplemented As
1.7	<p>This Sub-Clause is supplemented as:</p> <p style="padding-left: 40px;">The notice may be issued through email also by one party to other followed by the written confirmation within 24 hours. In that case, the notices shall be deemed to be effective from 24 hours following confirmed transmission.</p>
2.7.4	<p>Delete the Existing Sub-Clause and Replace as under:</p> <p style="padding-left: 40px;"><b>2.7.4 Extension of time in Contracts:</b></p> <p style="padding-left: 80px;">Subject to any requirement in the contract as to completion of any portion or portions of the works before completion of the whole, the Consultant shall fully and finally complete the whole of the works comprised in the contract (with such modifications as may be directed under conditions of this contract) by the date entered in the contract or extended date in terms of the following clauses:</p> <p style="padding-left: 40px;">(i) <b>Extension due to modification:-</b></p> <p style="padding-left: 80px;">If any modifications have been ordered which in the opinion of the Engineer have materially increased the magnitude of the work, then such extension of the contracted date of completion may be granted as shall appear to the Engineer to be reasonable in the circumstances, provided moreover that the Consultant shall be responsible for requesting such extension of the date as may be considered necessary as soon as the cause thereof shall arise.</p> <p style="padding-left: 40px;">(ii) <b>Extension for delay not due to DFCCIL or Consultant:</b></p> <p style="padding-left: 80px;">If in the opinion of the Engineer the progress of work has any time been delayed by any act or neglect of DFCCIL's employees or by other contractor employed by the DFCCIL the Consultant shall immediately give notice thereof in writing to the Engineer within 15 days of such happening but shall nevertheless make constantly his best endeavors to bring down or make good the delay and shall do all that may be reasonably required of him to the satisfaction of the Engineer to proceed with the works. The Consultant may also indicate the period for which the work is likely to be delayed and shall be bound to ask for necessary extension of time. The Engineer on receipt of such request from the Consultant shall consider the same and shall grant such extension of time as in his opinion is reasonable having regard to the nature and period of delay and the</p>

	<p>type and quantum of work affected thereby.</p> <p>No other compensation shall be payable for works so carried forward to the extended period of time, the same rates, terms and conditions of contract being applicable as if such extended period of time was originally provided in the original contract itself.</p> <p>(iii) <b>Extension for delay due to DFCCIL:</b></p> <p>In the event of any failure or delay by the DFCCIL or any of its Contractors/ Consultants/ Representatives, then such Failure or delay shall in no way affect or vitiate the contract or alter the character thereof or entitle the Consultant to damages or compensation therefore, but in any such case, the DFCCIL may grant such extension or extensions of the completion date as may be considered reasonable.</p> <p>(iv) <b>Extension of time for delay due to contractor:</b></p> <p>The time for the execution of the work or part of the works specified in the contract documents shall be deemed to be the essence of the contract and the works must be completed not later than the date(s) as specified in the contract. If the Consultant fails to complete the works within the time as specified in the contract for the reasons other than the reasons specified in (i) and (ii) above, the DFCCIL may, if satisfied that the works can be completed by the contractor within reasonable short time thereafter, allow the contractor for further extension of time as the Engineer may decide. On such extension the DFCCIL will be entitled without prejudice to any other right and remedy available on that behalf, to recover from the contractor as agreed damages and not by way of penalty a sum equivalent to <math>\frac{1}{2}</math> of 1% of the contract value of the works for each week or part of the week.</p> <p>For the purpose of this clause, the contract value of the works shall be taken as value of work as per contract agreement including any supplementary work order/contract agreement issued. Provided also, that the total amount of liquidated damages under this condition, shall not exceed the 10% of the total value of the contract.</p> <p>Further competent authority while granting extension to the currency of contract under this Clause may also consider levy of token penalty as deemed fit based on the merit of the case.</p>
4.2.6	<p>This Sub-Clause is supplemented by adding Para as under:</p> <p>The Engineer on behalf of the DFCCIL shall be entitled by order in writing to enlarge or extend, diminish or reduce the works or make any alterations in their design, character position, site, quantities, dimensions or in the method of their execution or in the combination and use of materials for the execution thereof or to order any additional work to be done or any works not to be done and the Consultant will not be entitled, to any compensation for</p>

	<p>any increase/reduction in the quantities of work but will be paid only for the actual amount of work done and for approved materials supplied against a specific order.</p> <p>Unless otherwise specified in the contract, the accepted variation in quantity of each individual item of the contract would be up to 25% of the quantity originally contracted. The Consultant shall be bound to carry out the work at the agreed rates and shall not be entitled to any claim or any compensation whatsoever up to the limit of 25% variation in quantity of individual item of works.</p> <p>Any extra items / quantities of work falling outside the items mentioned in Form-18 shall be paid for at the rates determined after mutual consent of the parties.</p> <p>In case an increase in quantity of an individual item by more than 25% of the agreement quantity is considered unavoidable, the same shall be got executed by floating a fresh tender. If floating a fresh tender for operating that item is considered not practicable, quantity of that item may be operated in excess of 125% of the agreement quantity subject to the following conditions:</p> <ul style="list-style-type: none"> <li>(i) Quantities operated in excess of 125% but upto 140% of the agreement quantity of the concerned item, shall be paid at 98% of the rate awarded for that item applicable at that particular time;</li> <li>(ii) Quantities operated in excess of 140% but upto 150% of the agreement quantity of the concerned item shall be paid at 96% of the rate awarded for that item applicable at that particular time;</li> <li>(iii) Variation in quantities of individual items beyond 150% will be prohibited and would be permitted only in exceptional unavoidable circumstances with the concurrence of associate finance and shall be paid at 96% of the rate awarded for that item applicable at that particular time.</li> <li>(iv) Execution of quantities beyond 150% of the overall agreemental value should not be permitted and, if found necessary, should be only through fresh tenders or by negotiating with existing Consultant, with approval of DFCCIL.</li> </ul> <p>In cases where decrease is involved during execution of contract:</p> <ul style="list-style-type: none"> <li>(a) The contract signing authority can decrease the items upto 25% of individual item.</li> <li>(b) For decrease beyond 25% for individual items or 25% of contract agreement value, the approval of competent authority, after obtaining 'No Claim Certificate' from the</li> </ul>
--	---

	contractor and with finance concurrence, giving detailed reasons for each such decrease in the quantities.
6.3.1	<p>This Sub-Clause is supplemented by adding an Para as under:</p> <p>(a) The rate of interest is 8.5% (Eight &amp; Half Percent) per annum.</p> <p>(b) The advance will be granted in two installments viz., 5% of the contract value on signing of the contract agreement and the balance 5% on Mobilization of site establishment, setting up offices, deploying team leader and actual commencing of work. Each installment will be released on submission of a security in a form acceptable to the DFCCIL, similar to Performance Guarantee for the amount of the at least 110% of the value of the sanctioned advance amount covering installment together with interest charges calculated upto the end of the contract period. The Consultant shall have an one time option to reduce the Bank Guarantee for the Mobilization Amount already recovered, once the 50% of Mobilization Advance has been recovered.</p> <p>(c) The recovery of the advance and interest thereon will be made through the every on-account bills, at the rate of 25% of gross bill amount, commencing from the time the value of the work executed under the contract reaches 15% of the contract value and completed when the value of the work executed under the contract reaches 85% of the contract value or assessed value whichever is less.</p> <p>(d) The Mobilization Advance granted shall be returned back to the DFCCIL in case the work is not completed in the original contract completion period.</p>
7.1.1	<p>This Sub-Clause is supplemented by adding an Para as under:</p> <p>Security deposit shall be returned to the Consultant after the expiry of the Defect Liability Period in all the cases other than Note (i) mentioned below and after passing the final bill based on No Claim Certificate with the approval of the Competent Authority. The Competent Authority shall normally be the authority who is competent to sign the contract. The certificate, inter alia, should mention that the work has been completed in all respects and that all the contractual obligations have been fulfilled by the Consultant and that there is no due from the Consultant to Railways / DFCCIL against the contract concerned. Before releasing the SD, an unconditional and unequivocal no claim certificate from the contractor concerned should be obtained.</p> <p><b>Note:</b></p> <p>(i) After the work is physically completed, security deposit recovered from the running bills of a Consultant can be returned to him if he so desires, in lieu of FDR / irrevocable Bank Guarantee for equivalent amount to be submitted by him.</p>

7.1.2	<p>This Sub-Clause is supplemented by adding an Para as under:</p> <p>(a) The successful bidder shall have to submit a Performance Guarantee (PG) within 30 (thirty) days from the date of issue of Letter of Acceptance (LOA). Extension of time for submission of PG beyond 30 (thirty) days and upto 60 days from the date of issue of LOA may be given by the Authority who is competent to sign the contract agreement. However, a penal interest of 15% per annum shall be charged for the delay beyond 30 (thirty) days, i.e. from 31st day after the date of issue of LOA. In case the contractor fails to submit the requisite PG even after 60 days from the date of issue of LOA, the contract shall be terminated duly forfeiting EMD and other dues, if any payable against that contract. The failed contractor shall be debarred from participating in re-tender for that work.</p> <p>(b) The successful bidder shall submit the performance Guarantee in any of the following forms amounting to 5% of the contract value:</p> <ul style="list-style-type: none"> <li>(i) A deposit of Cash</li> <li>(ii) Irrevocable Bank Guarantee</li> <li>(iii) Government Securities including State Loan Bonds at 5 percent below the market value</li> <li>(iv) Deposit receipts, pay orders, Demand Drafts and Guarantee Bonds. These forms of Performance Guarantee could be either of the State Bank of India or of any of the Nationalized Banks;</li> <li>(v) Guarantee Bonds executed or Deposits Receipts tendered by all Scheduled Banks;</li> <li>(vi) A Deposit in the Post Office Saving Bank;</li> <li>(vii) A deposit in the National Savings Certificates.</li> <li>(viii) Twelve years National Defence Certificates;</li> <li>(ix) Ten years Defence Deposits;</li> <li>(x) National Defence Bonds; and</li> <li>(xi) Unit Trust Certificates at 5 per cent below market value or at the face value whichever is less.</li> </ul> <p><b>Note:</b> The instruments as listed above will also be acceptable for Guarantees in case of Mobilization advance.</p> <p>(c) The performance Guarantee shall be submitted by the successful bidder after the letter of acceptance has been issued, but before signing of the contract agreement. The agreement should normally be signed within 30 (thirty) days after the issue of LOA and the Performance Guarantee shall also be submitted within this time limit. This PG shall be initially valid up to stipulated date of completion plus 60 days beyond that. In case, the time limit for completion of work gets extended, the contractor shall get the validity of Performance Guarantee extended to cover such extended time for completion of work plus 60 days.</p> <p>(d) The value of PG to be submitted by the contractor will not change for variation upto 25 % (either increase or decrease). In case during</p>
-------	--

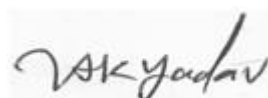
	<p>the course of execution, value of the contract increases by more than 25 % of the original contract value, an additional performance guarantee amounting to 5 % (five percent) for the excess value over the original contract value shall be deposited by the contractor.</p> <p>(e) The performance Guarantee (PG) shall be released after the physical completion of the work based on the 'completion certificate' issued by the competent authority stating that the contractor has completed the work in all respects satisfactorily. The security deposit shall, however, be released only after the expiry of the defect liability period and after passing the final bill based on 'No Claim Certificate' from the contractor.</p> <p>(f) Whenever the contract is rescinded, the security deposit shall be forfeited and the Performance Guarantee shall be encashed. The balance work shall be got done independently without risk and cost of the failed contractor, the failed contractor shall be debarred from participating in the tender for executing the balance work. If the failed contractor is a JV or a partnership firm, then every member / partner of such a firm shall be debarred from participating in the tender for the balance work in his / her individual capacity or as a partner of any other JV / partnership firm.</p> <p>(g) The Engineer shall not make a claim under the Performance Guarantee except for amounts to which the President of India / DFCCIL is entitled under the contract (no withstanding and/or without prejudice to any other provisions in the contract agreement) in the event of:</p> <p>(i) Failure by the contractor to extend the validity of the Performance Guarantee as described herein above, in which event the Engineer may claim the full amount of the Performance Guarantee.</p> <p>(ii) Failure by the contractor to pay President of India / DFCCIL any amount due, either as agreed by the contractor or determined under any of the Clauses/conditions of the agreement, within 30 days of the service of the notice to the effect by Engineer.</p> <p>(iii) The contract being determined or rescinded under provision of the GCC the Performance Guarantee shall be forfeited in full and shall be absolutely at the disposal of the President of India.</p>
7.2.1	<p>This Sub-Clause is supplemented by adding an Para as under:</p> <p>Sample deficiencies and delays in services may include but not limited to:</p> <p>a) Not acting impartially b) Not keeping proper record c) Refusing to give reason for certain points, when called for by client</p>



---

	d) Not being fully conversant with Manuals, Specifications, Standards, etc e) Not exercising required scrutiny
--	---

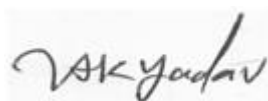
\_\_\_\_\_END OF SCC\_\_\_\_\_



## **VOLUME II**

### **APPENDICES**

**(Forms for Tenders)**

A handwritten signature in black ink, appearing to read 'V. K. Yadav', is written over a light gray rectangular background.

## APPENDIX-I

**Technical Offer Forms**Form-1**LETTER OF OFFER**

(On Sole Firm or Authorised Member's letter head)

(Date and Reference)

To,

\_\_\_\_\_,  
\_\_\_\_\_,  
\_\_\_\_\_.

Sub: [Name of Work] Project Management Consultancy

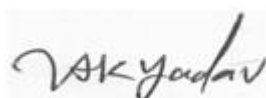
Ref: [Tender Notice No.]

Dear Sir,

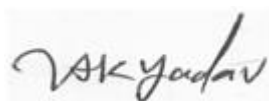
With reference to your Tender Document as per above captioned Tender Notice, I/We, having examined all relevant documents and understood their contents, hereby submit our Tender for selection as Consultant for Project Management Consultancy for \_\_\_\_\_. The proposal is unconditional and unqualified.

2. All information provided in the Tender and in the Appendices is true and correct and all documents accompanying such Tender are true copies of their respective originals.
3. This statement is made for the express purpose of appointment as the Consultant for the aforesaid Project.
4. I/We shall make available to the DFCCIL any additional information it may deem necessary or require for supplementing or authenticating the Tender.
5. I/We acknowledge the right of the DFCCIL to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

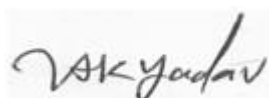
Signature of Tenderer(s)



6. We certify that in the last one year, we/ any of the consortium members have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. I/We declare that:
  - (a) I/We have examined and have no reservations to the Tender Documents, including any Addendum issued by the DFCCIL;
  - (b) I/We do not have any conflict of interest in accordance with Clause 2.2.8 of the Tender Document;
  - (c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in Clause 4.3 of the Tender document, in respect of any tender or request for proposal issued by or any Contract entered into with the DFCCIL or any other public sector enterprise or any government, Central or State; and
  - (d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of Clause 4 of the Tender, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
8. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Tender that you may receive nor to select the Consultant, without incurring any liability to the Tenderers in accordance with Clause 2.32.2 of the Tender document.
9. I/We declare that We/any member of the consortium, are/is not a Member of a/any other Consortium applying for Selection as a Consultant.
10. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.



11. I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
12. I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
13. I/We hereby irrevocably waive any right which we may have at any stage of law or howsoever otherwise arising to challenge or question any decision taken by the DFCCIL and/ or the Government of India in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above mentioned Project.
14. The EMD of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) in the form of \_\_\_\_\_ is attached, in accordance with the Tender document.
15. I/We agree and understand that the proposal is subject to the provisions of the Tender document. In no case, shall I/we have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me/us or our proposal is not opened.
16. I/We agree to keep this offer valid for 120 (one hundred and twenty) days from the Tender Due Date specified in the Tender.
17. A Power of Attorney in favour of the authorised signatory to sign and submit this Tender and documents is attached herewith in Form 4.
18. In the event of my/our being selected as the Consultant, I/we agree to enter into a Contract in accordance with the format Schedule-II of the Tender. We agree not to seek any changes in the aforesaid form and agree to abide by the same.
19. I/We have studied Tender and all other documents carefully and also surveyed the Project site. We understand that except to the extent as expressly set forth in the Contract, we shall have no claim, right or title arising out of any documents or information provided to us by the DFCCIL or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Consultancy.



20. The Financial Offer is being uploaded in separate file along with Technical Offer. This Technical Tender read with the Financial Tender shall constitute the Application which shall be binding on us.
21. I/We agree and undertake to abide by all the terms and conditions of the Tender Document. In witness thereof, I/we submit this Tender under and in accordance with the terms of the Tender Document.

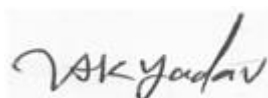
Yours faithfully,

(Signature of the Authorised Signatory)

(Name and designation of the Authorised Signatory)

(Name and seal of the Tenderer / Authorised Member)

Note: The cost of Tender document Rs.\*\*\*\*\* has been remitted through demand draft no \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ (Name of Bank) in favour of \*\*\*\*\* at \*\*\*\*.



## APPENDIX-I

Form-1 (a)

**FORMAT FOR AFFIDEVIT TO BE UPLOADED BY TENDERER ALONGWITH THE  
TENDER DOCUMENT  
(Clause 1.6.2, Volume - I)**

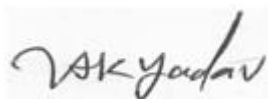
(To be executed in presence of Public notary on non-judicial stamp paper of the value of Rs. 100/- The stamp paper has to be in the name of the tenderer)\*\*

Tender Notice No.....

Name of Work:.....

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 (..... Railway), 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 document from the website [www.tenderwizard.com](http://www.tenderwizard.com). 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 evolution of tenders, execution of work of final payment of the contract, the master copy available with the DFCCIL shall be final and binding up 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 document/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 for 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 five year on entire DFCCIL. 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 found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, alongwith forfeiture of EMD/SD and Performance guarantee besides any other provided in the contract including banning of business for five year on entire DFCCIL.

DEPONENT  
SEAL AND SIGNATURE  
OF THE TENDERER

#### VERIFICATION

I/we above named tenderer do hereby solemnly affirm and verify that the contents of my/our above affidavit are true and correct. Nothing has been concealed and no part of it is false.

DEPONENT

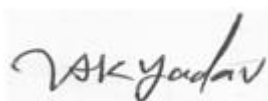
SEAL AND SIGNATURE  
OF THE TENDERER

Place:

Dated:

**\*\*The contents in Italics are only for guidance purpose. Details as appropriate, are to be filled in suitably by tenderer.**

Attestation before Magistrate/Notary Public



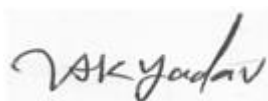


## APPENDIX-I

Form-2**Particulars of the Tenderer**

1.1	Title of Consultancy: PROJECT MANAGEMENT CONSULTANCY
1.2	Title of Project(s): _____
1.3	State whether applying as Sole Firm or Consortium of firms: Sole Firm or Consortium
1.4	State the following for the Lead Member, Authorised Member and other Members separately: Name of Company or Firm: Legal status (e.g. incorporated private company, unincorporated business, partnership etc.): Country of incorporation: Registered address:  Year of Incorporation: Year of commencement of business: Principal place of business: Brief description of the Company including details of its main lines of business
1.5	Name, Designation, Address and Phone Numbers of Authorised Signatory of the Tenderer: Name: Designation: Company: Address: Phone No.: Fax No. E-mail address:

Signature of Tenderer(s)



1.6	<p>For the Tenderer, (in case of a consortium, for each Member), state the following information:</p> <p>i) In case of non Indian company, does the company have business presence in India?</p> <p style="text-align: right;">Yes/No</p> <p>If so, provide the office address (es) in India.</p> <p>ii) Has the Tenderer or any of the Members in case of a consortium been penalized by any organization for poor quality of work or breach of contract in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p>iii) Has the Tenderer/ Member ever failed to complete any work awarded to it by any public authority/ entity in last five years?</p> <p style="text-align: right;">Yes/No</p> <p>iv) Has the Tenderer or any member of the consortium been blacklisted by any Government department/Public Sector Undertaking in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p>v) Has the Tenderer or any of the Members, in case of a consortium, suffered bankruptcy/insolvency in the last five years?</p> <p style="text-align: right;">Yes/No</p> <p><b>Note: If answer to any of the questions at ii) to v) is yes, the Tenderer is not eligible for this consultancy assignment.</b></p>
1.7	<p>Does the Tenderer's firm/company (or any member of the consortium) combine functions as a consultant or adviser along with the functions as a contractor and/or a manufacturer?</p> <p style="text-align: right;">Yes/No</p> <p>If yes, does the Tenderer (and other Member of the Tenderer's consortium) agree to limit the Tenderer's role only to that of a consultant/ adviser to the DFCCIL and to disqualify themselves, their Associates/ affiliates, subsidiaries and/or parent organization subsequently from work on this Project in any other capacity.</p> <p style="text-align: right;">Yes/No</p>

## APPENDIX-I

Form-3**Statement of Legal Capacity**

*(To be forwarded on the letter head of the Tenderer/ Authorised Member)*

Ref. Date:

To,

\_\_\_\_\_

\_\_\_\_\_.

Dear Sir,

Sub: Tender for Project Management Consultancy for \_\_\_\_\_ (name of the Project(s))

We hereby confirm that we, the Tenderer (along with other members in case of consortium, constitution of which has been described in the Joint Bidding Agreement annexed with the Tender\*), satisfy the terms and conditions laid down in the Tenderdocument.

We have agreed that \_\_\_\_\_ (insert Lead Member's name) will act as the Lead Member of our consortium and \_\_\_\_\_ (insert Authorised Member's name) will act as the Authorised Member of our Consortium.

We have agreed that \_\_\_\_\_ (insert individual's name) will act as our Authorised Signatory/ will act as the Authorised Signatory of the consortium on our behalf and has been duly authorized to submit our Tender. Further, the Authorised Signatory is vested with requisite powers to furnish such proposal and all other documents, information or communication and authenticate the same.

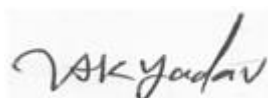
Yours faithfully,

Authorised Signatory

For and on behalf of \_\_\_\_\_

*\*Please strike out whichever is not applicable*

Signature of Tenderer(s)



## APPENDIX-I

Form-4**Power of Attorney for Authorized Signatory***(To be executed by the Tenderer in case of sole firm/ Authorised Member)*

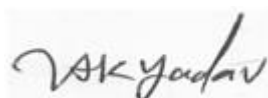
Know all men by these presents, We \_\_\_\_\_ (name of the Tenderer in case of sole firm/Authorised Member and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr/ Ms (name), \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ and presently residing at \_\_\_\_\_, who is presently employed with us and holding the position of \_\_\_\_\_, as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Tender for Project Management Consultancy for \_\_\_\_\_ (name of the Project(s)) in response to the Tender invited by the \_\_\_\_\_ (the "DFCCIL") including but not limited to signing and submission of all tenders and other documents and writings, participate in pre-tender and other conferences and providing information/ responses to the DFCCIL, representing us in all matters before the DFCCIL, signing and execution of the Contract and undertakings consequent to acceptance of our Tender, and generally dealing with the DFCCIL in all matters in connection with or relating to or arising out of our tender for the said Project(s) and/ or upon award thereof to us and/or till the entering into of the Contract with the DFCCIL.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, \_\_\_\_\_, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2\*\*\*

For -----

(Name of Tenderer in case of sole firm/ Lead Member)



Signature of Tenderer(s)

(Signature)

(Name, Title and Address)

Witnesses:

1.

Notarised

2.

Accepted

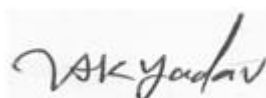
\_\_\_\_\_  
(Signature)

(Name, Title and Address  
of the Attorney)

**Notes:**

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants (s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also the Tenderer/ Authorised Member should attach a copy of the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the required delegation of power and the authority to execute this Power of Attorney on behalf of the Tenderer/ Authorised Member.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.*

Signature of Tenderer(s)



## APPENDIX-I

Form-5**Power of Attorney for Authorised Member of Consortium***(To be executed jointly by all the Members of Consortium)*

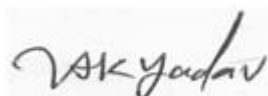
Whereas the President of India acting through the \_\_\_\_\_ (“the DFCCIL”) has invited tenders from interested parties for the Project Management Consultancy for \_\_\_\_\_ (name of the Project(s)) (“the Consultancy”).

Whereas, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ (collectively the “Consortium”) being Members of the Consortium are interested in tendering for the Consultancy in accordance with the terms and conditions of the Tender Document in respect of the Consultancy, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Authorised Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s tender for the Consultancy and its execution.

**NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS**

We, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, and M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, [the respective names and addresses of the registered office] (hereinafter collectively referred to as the “Principals”) do hereby irrevocably designate, nominate, constitute, appoint and authorise M/s. \_\_\_\_\_ having its registered office at \_\_\_\_\_, being one of the Members of the Consortium, as the Authorised Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorise the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the tendering process and, in the event the Consortium is awarded the contract, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the selection of the Consortium including but not limited to signing and submission of all tenders and other documents and writings, participate in pre-tender and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of tender of the Consortium and generally to represent the



Signature of Tenderer(s)

Consortium in all its dealings with the DFCCIL, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium's tender for the Consultancy and/ or upon award thereof till the Contract is entered into with the DFCCIL.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS \_\_\_\_ DAY OF \_\_\_\_ 2\*\*\*

For \_\_\_\_\_ (Name of Member 1)  
(Signature)

\_\_\_\_\_  
(Name & Title)

For \_\_\_\_\_ (Name of Member 2)  
(Signature)

\_\_\_\_\_  
(Name & Title)

Accepted:

For \_\_\_\_\_ (Name of Lead Member)  
(Signature)

\_\_\_\_\_  
(Name & Title)

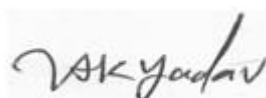
Witnesses:

- 1.
- 2.

\_\_\_\_\_  
(Executants)

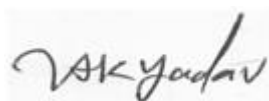
(To be executed by all the Members of the Consortium)

Signature of Tenderer(s)



**Notes:**

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also each Consortium Member should attach a copy of the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power and the authority to execute this Power of Attorney on behalf of the Consortium Member .*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.*





## APPENDIX-I

Form-6**Joint Bidding Agreement**

*(To be executed jointly by all the Members of Consortium)*

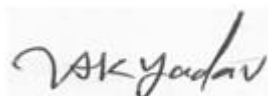
Whereas, President of India, acting through \_\_\_\_\_, (hereinafter referred to as the “DFCCIL”, which expression shall, unless it be repugnant to the subject or context thereof, include its, successors and assigns) has invited tenders (the “Tenders”) for Project Management Consultancy for \_\_\_\_\_ (name of the Project(s)) (the “Consultancy”).

Whereas, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ are interested in jointly bidding for the Consultancy in accordance with the terms and conditions of the Tender Document in respect of the Consultancy, and

Whereas, it is necessary as per the Tender Document for constitution of a consortium among all the firms jointly applying for the Consultancy and entering into an agreement for jointly bidding for the Project.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

1. We, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, and M/s. \_\_\_\_\_ having our registered office at \_\_\_\_\_, [the respective names and addresses of the registered office] (hereinafter individually referred to as the “Members” which expression shall, unless it be repugnant to the subject or context thereof, include the respective successors and assigns) do hereby irrevocably decide and constitute a consortium (the “Consortium”) for the purposes of jointly applying and participating in the bidding process for the Consultancy.
2. Members hereby undertake that if the Consortium is selected for the Consultancy, they would jointly enter into the Contract with the DFCCIL and subsequently carry out all the responsibilities as the Consultant in terms of the Contract for the Consultancy.



Signature of Tenderer(s)

3. Members do further undertake to have the shareholding in the Consortium/JV as follows:

\* \* \* \* \*

Members do hereby undertake that a minimum of 51% equity in the Consortium/JV shall be held by the Lead Member and a minimum of 20% equity by each of the other Members (whose experience has been utilized by the Consortium for selection for the Project in terms of the Tender Document) till the signing of the Contract for the Consultancy.

4. Members hereby undertake to have roles and responsibilities as described below:

(i) Lead member: \_\_\_\_\_ (name of the Lead Member)

Responsibilities: \_\_\_\_\_

Key Personnel Provided: 1. \_\_\_\_\_

2. \_\_\_\_\_

(ii) Authorised Member: \_\_\_\_\_ (name of the Member)

Responsibilities: \_\_\_\_\_

Key Personnel Provided: 1. \_\_\_\_\_

2. \_\_\_\_\_

(ii) Other Member(s): \_\_\_\_\_ (name of the Member)

Responsibilities: \_\_\_\_\_

Key Personnel Provided: 1. \_\_\_\_\_

2. \_\_\_\_\_

(Note: Authorised Member may be either the Lead Member or any other Member and shall have the power of attorney of all Members for conducting all business for and on behalf of the Consortium during the bidding process and after award of the Consultancy.)

5. Members do hereby undertake to be jointly and severally responsible for all obligations relating to the Consultancy in accordance with the terms and conditions of the Tender Documents till the execution of the Contract and thereafter jointly execute the Contract if the Consultancy is awarded to the Consortium.
6. Members do hereby undertake to participate in the tendering process only through this Consortium and not participate in any other consortium constituted for this Consortium either directly or indirectly through any of their associates, so that a conflict of interest doesn't get created in terms of the Tender Document.
7. This Agreement shall be valid till the time Consortium gets the Consultancy awarded to it and executes the Contract jointly. However, in case Consortium either doesn't get selected for the award of the Consultancy leading to return of the EMD by the DFCCIL, the Agreement will stand dissolved on return the EMD by the DFCCIL.

IN WITNESS WHEREOF WE THE MEMBERS ABOVE NAMED HAVE EXECUTED THIS AGREEMENT ON THIS \_\_\_\_ DAY OF \_\_\_\_ 2\*\*\*

For \_\_\_\_\_ (Name of Lead Member)  
(Signature)

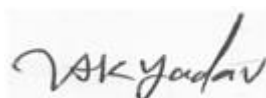
\_\_\_\_\_  
(Name & Title)

For \_\_\_\_\_ (Name of Authorised Member)  
(Signature)

\_\_\_\_\_  
(Name & Title)

For \_\_\_\_\_ (Name of Other Member(s))  
(Signature)

\_\_\_\_\_  
(Name & Title)



Signature of Tenderer(s)

## Witnesses:

- 1.
- 2.

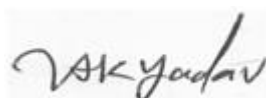
---

(Executants)

(To be executed by all the Members of the Consortium)

## Notes:

- The mode of execution of the Consortium Agreement should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Also each Consortium Member should attach a copy of the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Agreement for the delegation of power and the authority to execute this Agreement on behalf of the Consortium Member.
- For a Consortium Agreement executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued.



## APPENDIX-I

Form-7**Financial Capacity of the Single Entity Tenderer/ Lead Member**

S. No.	Financial Year	Annual Revenue from Consultancy (Rs. in lakh)	Annual Profit (Rs. in lakh)
1.			
2.			
3.			

**Certificate from the Statutory Auditor**

This is to certify that \_\_\_\_\_ (name of the Sole Firm/ Lead Member) has received the payments on account of consultancy fees and has realized annual profits shown above against the respective years.

Name of Authorised Signatory:

Designation:

Name of firm:

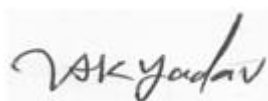
(Signature of the Authorised Signatory)

Seal of the Firm

**Note:**

1. Please do not attach any printed Annual Financial Statement.

Signature of Tenderer(s)



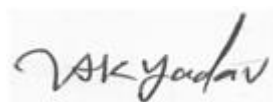
## APPENDIX-I

Form-8**Particulars of Key Personnel**

Designation of Key Personnel	Name	Educational Qualification	Length of Professional Experience	Present Employment		No. of Eligible Assignments <sup>#</sup>
				Name of Firm	Employed Since	
Team Leader						
Resident Engineer						
Program Expert						
Quality Manager						
Environment, Health and Safety Manager						

<sup>#</sup>Refer Form 9 of Appendix I Experience of Key Personnel

Signature of Tenderer(s)



## APPENDIX-I

Form-9**Proposed Methodology and Work Plan**

The proposed methodology and work plan shall be described as follows:

1) Understanding of TOR (not more than two pages)

The Tenderer shall clearly state its understanding of the TOR and also highlight its important aspects. The Tenderer may supplement various requirements of the TOR and also make precise suggestions if it considers this would bring more clarity and assist in achieving the Objectives laid down in the TOR.

2) Methodology and Work Plan (not more than three pages)

(i) The Tenderer will submit its methodology for carrying out this assignment, outlining its approach toward achieving the Objectives laid down in the TOR. (not more than one page)

(ii) The Tenderer will submit a brief write up on its proposed team and organization to explain how best it has composed its team. (not more than one page)

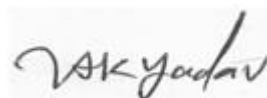
(iii) In case the Tenderer is a consortium, it should specify how the expertise of each firm is proposed to be utilised for this assignment. (not more than one page)

(iv) The Tenderer will specify Responsibility Matrix for the Proposed Key Personnel over and above what has been provided in the Tender Document. (not more than one page)

(v) The Tenderer will specify its Quality Assurance System for the Consultancy Assignment. (not more than one page)

Note: Marks will be deducted for writing lengthy and out of context responses.

Signature of Tenderer(s)



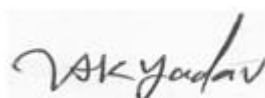
## APPENDIX-I

Form-10**Experience of the Tenderer<sup>#</sup>**

(Refer Clause 3.1)

Tenderer Type*	Assignment Code**	Name of Project	Contracted value of the Consultancy Assignment	Payment <sup>##</sup> received by the Tenderer (in Rslakh)
1)	2)	3)	4)	(5)
Single entity Tenderer	a			
	b			
	c			
	d			
Consortium Lead Member	1a			
	1b			
	1c			
	1d			
Consortium Member 2	2a			
	2b			
	2c			
	2d			
Aggregate No. of Eligible Projects:				

Signature of Tenderer(s)





**Certificate from the Statutory Auditor**

This is to certify that \_\_\_\_\_ (name of the Tenderer) has received the payments shown above against the respective projects on account of the consultancy services rendered by the Tenderer.

Name of Authorised Signatory:

Designation:

Name of Firm:

(Signature of the Authorised Signatory)

Seal of the Firm

\* A Tenderer consisting of a single entity should fill in details as per the row titled Single entity Tenderer and ignore the rows titled Consortium Member. In case of a Consortium, the row titled Single entity Applicant may be ignored.

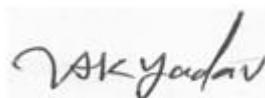
\*\*Refer Form-12 of Appendix-I. Add more rows if necessary

# The Tenderer should provide details of only those projects that have been undertaken by it under its own name.

## Exchange rate should be taken as per Clause 1.7 (Volume-I)

\* The names and chronology of Eligible Projects included here should conform to the project-wise details submitted in Form-10 of Appendix-I.

Signature of Tenderer(s)



## APPENDIX-I

Form-11**Experience of Key Personnel<sup>@</sup>**

(Refer Clause 3.1)

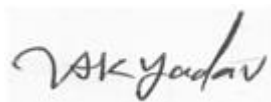
Name of Key Personnel:

Designation:

S.No	Name of Project	Contracted value of the Consultancy Assignment in Rs. million	Name of firm for which the Key Personnel worked	Designation of the Key Personnel on the project	Date of completion of project assignment	Number of Months Completed
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
3						
4						
Aggregate No. of Eligible Assignments:						
(Signature of the Key Personnel)			(Counter Signature of the Authorised Signatory)			
Seal of the Firm						

<sup>@</sup> Use separate Form for each Key Personnel.

Signature of Tenderer(s)



## APPENDIX-I

Form-12**Eligible Assignments of Tenderer**

(Refer Clause 3.1.3)

Assignment Code:

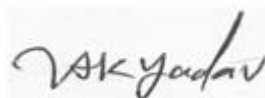
Name of Member (in case of Consortium):	
Name of the Project:	
Description of services performed by the firm:	
Name of client and Address:	
Name, telephone no. and fax no. of client's representative:	
Contracted value of the Assignment (in Rs million):	
Payment received by the firm prior to TSD (in Rs. million):	
Start date of the assignment (month/ year):	
Finish date of the assignment (month/ year):	
Brief description of the project:	

**Notes:**

Use separate sheet for each Eligible Assignment. Attach certificate from Client or photocopy of the agreement as proof of carrying out the assignment.

Exchange rate should be taken as per Clause 1.7 (Volume-I)

Signature of Tenderer(s)



## APPENDIX-I

Form-13**Eligible Assignments of Key Personnel**

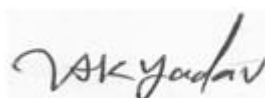
(Refer Clause 3.1.3)

Name of Key Personnel:	
Designation of Key Personnel:	
Name of the Project:	
Name of Consulting Firm where employed:	
Description of services performed by the Key Personnel (including designation):	
Name of client and Address:	
Name, telephone no. and fax no. of client's representative:	
Contracted value of the Assignment (in Rs million):	
Number of Months completed at the Assignment	
Start date of the personnel's services (month/ year):	
Finish date of the personnel's services (month/ year):	
Brief description of the project:	

**Notes:** Use separate sheet for each Eligible Project.

Exchange rate should be taken as per Clause 1.7 (Volume-I)

Signature of Tenderer(s)



## APPENDIX-I

Form -14**Curriculum Vitae (CV) of Professional Personnel**

1. Proposed Position:

2. Name of Personnel:

3. Date of Birth:

4. Nationality:

5. Educational Qualifications:

6. Employment Record:

(Starting with present position, list in reverse order of every employment held.)

7. List of projects on which the Personnel has worked

Project Name	Description of assignment performed
--------------	-------------------------------------

8. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification:

1 I am willing to work on the Project and I will be available for the entire duration of the Project assignment as required.

2 I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications and my experience.

Signature of the Professional \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

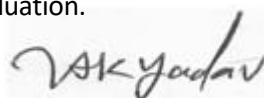
Signature of the Personnel

Signature of the Authorised Signatory

Notes: Use separate form for each Professional Personnel

Each page of the CV shall be signed in ink by both the Personnel concerned and by the Authorised Representative of the Tenderer firm along with the seal of the firm. Photocopies will not be considered for evaluation.

Signature of Tenderer(s)



## APPENDIX-I

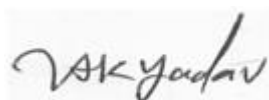
## Form - 15

## Particulars of Other Professional Personnel

Designation of Site Personnel	Name	Educational Qualification	Length of Professional Experience	Present Employment		No. of Eligible Assignments <sup>#</sup>
				Name of Firm	Employed Since	
Sector Expert - Bridge Engineer (Steel Girder Bridge)						
Sector Expert - Bridge Engineer						
Field Engineer- Bridge (Steel Girder/ Steel Fabrication)						
Field Engineer- Bridge						
Field Engineer- ROB/Formation/Road Work						
Surveyor						
Material Engineer						
Quantity Surveyor						
Lab Technician						

<sup>#</sup> This detail is for judging the suitability of the Site Personnel.

Signature of Tenderer(s)



**APPENDIX-II**

**FINANCIAL OFFER FORMS**

Form - 16

**Covering Letter**

(Date and Reference)

To,

\_\_\_\_\_,  
\_\_\_\_\_.

Dear Sir,

Subject: Appointment of Project Management Consultant for Projec(s)

\_\_\_\_\_

I/We, \_\_\_\_\_ (Tenderer's name) herewith enclose the Financial Offer for selection of my firm/our consortium as Consultant for above.

I/We agree that this offer shall remain valid for a period of 120 (One hundred Twenty) days from the Tender Submission Date or such further period as may be mutually agreed upon.

Yours faithfully,

(Authorised Representative)

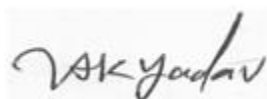
Name:

Designation:

Address:

Note: The Financial Offer is to be submitted strictly as per forms given in the Tender Document.

Signature of Tenderer(s)



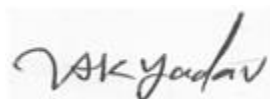
## APPENDIX-II

Form - 17

**Schedule of Costs for Services**

Item No.	Description	Amount (Rs.)
<b>A.</b>	<b>PERSONNEL COSTS</b>	
I	Remuneration for Key Personnel (as per item I Form-18)	
II	Remuneration of Other Professional Personnel (as per item II Form-18)	
III	Remuneration of Support Personnel (as per item III Form-18)	
	<b>Subtotal Personnel Costs (A):</b>	
<b>B.</b>	<b>OTHER ITEM RATE COSTS</b>	
I	Provision and Maintenance of Office (as per Form-19)	
II	Hiring of Vehicles (as per Form-20)	
III	Payment for Attending Meetings (as per Form-21)	
IV	Payment for Office Consumables (as per Form-22)	
	<b>Subtotal Other Item Rate Costs (B):</b>	
<b>C.</b>	<b>LUMP SUM COSTS</b>	
I	Miscellaneous Expenses (lump sum) if any not already covered under (A) & (B)	
<b>D</b>	<b>SUBTOTAL OF A+B+C</b>	
<b>E</b>	<b>OVERHEAD EXPENSES (Inclusive of GST) @----- % of (D)</b>	
<b>F</b>	<b>GOODS &amp; SERVICE TAX @ 18% of (D)</b>	
<b>G</b>	<b>TOTAL COST OF THE CONSULTANCY (including taxes) (D+E+F)</b> In Indian Rupees in figures in words _____	

Signature of Tenderer(s)





**Note:**

1. The financial evaluation shall be based on the above Financial Offer including taxes. The total in Item G shall, therefore, be the amount for purposes of evaluation.
2. Estimate of Costs for Item A I, A II, A III, B I, B II, B III and B IV shall be as per Form-18 to Form-22.
3. Miscellaneous Expenses in Item C I shall not exceed 15% (fifteen percent) of the total amount in Item D.
4. All costs shall be reimbursed on production of a Statement of Expenses, duly certified by the Team Leader. However, no details of expenditures would be sought for overhead expenses, which will be reimbursed in proportion to the total expenses under Item D.
5. The reimbursement of expenses shall be limited to the amounts indicated above except as varied in accordance of the Contract.
6. Changes in any head of expenses will be considered as per variation clause mentioned in the GCC.
7. No escalation on any account will be payable on the above amounts except for increase in number of Personnel or Man Months as instructed by the DFCCIL as provided in Form-18.
8. Insurance and any other charges not shown here are considered included in the individual rates/ overhead/ miscellaneous expenses.
9. All payments shall be made in Indian Rupees and shall be subject to applicable Indian laws withholding taxes if any.
10. For the purposes hereof **“Statement of Expenses”** means a statement of the expenses incurred on each of the heads indicated in the Financial Offer; provided that in relation to expenses on Personnel, the Statement of Expenses shall be accompanied by the particulars of Personnel and the Man Months spent on the Consultancy.

## APPENDIX-II

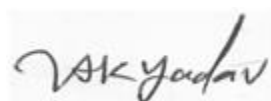
## Form - 18

**Schedule of Personnel and Man Month Rates**

SI No.	Type of Personnel	Nos.	Unit	Rate in INR		Amount in INR
				In Fig.	In Words	
(I)	<u>Key Personnel</u>					
1	Team Leader	18	Man Month			
2	Resident Engineer	24	Man Month			
3	Program Expert	18	Man Month			
4	Quality Assurance/ Control Manager	18	Man Month			
5	Environment, Health and Safety Manager	18	Man Month			
	Sub-Total (I)					
(II)	<u>Other Professional Personnel</u>					
6	Sector Expert -Bridge Engineer (Steel Girder Bridge)	30	Man Month			
7	Sector Expert -Bridge Engineer	30	Man Month			
8	Field Engineer-Bridge (Steel Girder/Steel Fabrication)	120	Man Month			
9	Field Engineer -Bridge	180	Man Month			
10	Filed Engineer- ROB/ Formation/ Road Work	126	Man Month			
11	Surveyor	18	Man Month			
12	Material Engineer	36	Man Month			
13	Quantity Surveyor	24	Man Month			
14	Lab technician	36	Man Month			
	Sub-Total (II)					
(III)	<u>Support Personnel</u>					
15	Office Manager	24	Man Month			
16	Office Assistant	24	Man Month			
17	Computer operator	18	Man Month			
	Sub-Total (III)					
	Grand Total (I+II+III)					

Total amount in words: Rupees \_\_\_\_\_ only

Signature of Tenderer(s)



## Note :

1. The Man Month rates shall include all personnel allowances, except Goods & Service Tax (GST) and other reimbursable expenditures as stipulated in Form-19 to Form-22, which will be paid separately over and above this.
2. For the purposes of arriving at payment for services rendered by a Personnel a part of a month, the Man Month rate shall be divided by 30 and multiplied by the number days.
3. The DFCCIL may instruct the Consultant to mobilize additional Site Personnel or Support in any category specified here above or to increase the total Man Months against any category. For all such additional Man Months the Consultant shall be paid at the rates specified here above and the total cost of services shall get modified accordingly.
4. The DFCCIL reserves the right to reduce the number and/or estimated Man Months of any Personnel without any claim on either side.

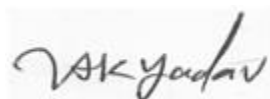
Authorised Signatory

Name .....

Address.....

Seal.....

Signature of Tenderer(s)



## APPENDIX-II

Form - 19**Schedule for Provision & Maintenance of Offices**

S. No.	Item	Unit	Quantity	Unit Rate in INR		Amount in INR
				In Figs	In Words	
	Provision of Temporary site office for the Consultant with all required facilities /Amenities (Equipments as mentioned in Annex-11 of Form of Agreement shall be provided by the Works Contractor) including Maintenance of site office including watch and ward, housekeeping and provision of potable drinking water.					
1(a)	Main Project office for Consultant's Office- In Mughalsarai or Saidraja or as directed by Employer	Per Month	24			
1(b)	Site Office- At Sonenagar or Dehri on Son or as directed by Employer	Per Month	24			
	<b>Total</b>					

Total in words: Rupees \_\_\_\_\_ only.

Note : Arrangement for site office is to be made by the Consultant for the supervision of work for the period before the construction contractor makes available the stipulated site office.

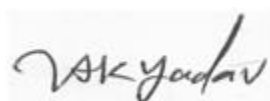
Authorised Signatory

Name .....

Address.....

Seal.....

Signature of Tenderer(s)



## APPENDIX-II

Form - 20

**Schedule of Hiring of Vehicles**

S. No.	Item	No. of vehicles	No. of months	Unit Rate in INR for per vehicle month		Amount in INR
				In Figs	In Words	Col.3 xCol.4 xCol.5
1	2	3	4	5	6	7
1.	Hiring of vehicles for the purpose of supervision of work by PMC Personnel (the vehicle to be hired by Consultant shall include the cost of rental, drivers, fuel, operation, maintenance/repair, Insurance and other incidental charges etc. complete)- <b>four wheeler for field visit (vehicle type Bolero, Scorpio or similar).</b>	2	18			
2 (a)	Hiring of vehicles for the purpose of supervision of work by PMC Personnel (the vehicle to be hired by Consultant shall include the cost of rental, drivers, fuel, operation, maintenance/repair, Insurance and other incidental charges etc. complete) - <b>Motor cycle for Field Staff</b>  <b>Note:</b> One vehicle is for Contract Period of 18 months plus DLP of 6 months (total 24 months). Remaining 21 vehicles are for Contract period only.	1	24			
2(b)		21	18			
	<b>Total</b>					

Total in words: Rupees \_\_\_\_\_ only.

Authorised Signatory

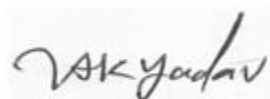
Name .....

Address.....

Seal.....

Note: The consultant shall attend the duty as and when required without any excuse regarding vehicle.  
Nothing extra shall be paid except above rates for visiting site at any required time.

Signature of Tenderer(s)



## APPENDIX-II

Form - 21**Schedule of Payment for Attending Meetings**

S. No.	Item	Unit	Lump sum Amount in INR
1	2	3	4
1.	Payment for attending meetings outside project jurisdiction, as required as per specific request from the DFCCIL.  (a) Actual 2AC/economy class fare for Key Personnel  (b) Actual 2AC fare for others.  (c) Daily allowance of Rs. 2500/- per person per calendar day or part thereof to cover food/lodging or other incidental charges.  (d) Local travel @ Rs. 8 per km  Note:  1. Tour to be approved in advance by CPM  2. A Lumpsum amount to be quoted here. Reimbursement will be made as above.	Lumpsum	
	TOTAL		

**Note :** 1. A Lumpsum Amount to be quoted for this Schedule which will be reimbursed as above on actual terms. If the amount is exhausted, the same will be covered under clause of variation.

2. For any meeting within Project Jurisdiction or meeting with DFCCIL Officials is not covered in above Schedule and nothing extra shall be paid for such meeting within Project Jurisdiction/DFCCIL Officials. Normally one monthly meeting may be required to be attended by the Team Leader along with one more Key personnel as identified and desired by the DFCCIL.

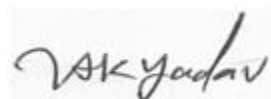
Authorised Signatory

Name .....

Address.....

Seal.....

Signature of Tenderer(s)



## APPENDIX-II

Form - 22**Schedule of Payment for Office Consumables**

S. No.	Item	Unit	Quantity	Unit Rate in INR		Amount in INR
				In Figs	In Words	Col.4 xCol.5
1	2	3	4	5	6	7
1.	Payment for day-to-day expenditure on office consumables like Stationery, Printer Cartridge, Photo-copying, book binding, Courier charges, out of pocket expenses, other misc. and incidental charges for submitting various reports, documents etc.  The Reports include but not limited to:  (a) Monthly Progress Report (b) Progress Report (C) Meeting Agenda/ Minutes/ Presentations (d) Supervision Manual (e) Bridge Completion Report	Per Month	24			
	<b>Total</b>					

Authorised Signatory

Name .....

Address.....

Seal.....

---

**END OF TENDER DOCUMENT**


---

Signature of Tenderer(s)

