

# **Dedicated Freight Corridor Corporation of India Ltd.**

**Name of Work:- Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos. (FIVE) SUV (Innova, Scorpio or similar type) & 5 nos. (Five) Non SUV (Bolero, Sumo Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.”**

**Single Packet OPEN TENDER**

**Tender No :- KKK/EN/VEHICLE/KOL-BWN/2015-16/04**

**TENDER DOCUMENT**

**NOT TRANSFERBALE**

**Dedicated Freight Corridor Corporation of India Ltd.**

**18/N(Ground Floor), Block 'A', New Alipore, Kolkata – 700053.**

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## CHECK LIST

<b>CHECK LIST OF ITEMS TO BE COMPLIED BY TENDERER(S) BEFORE SUBMITTING THEIR TENDERS. THE TENDERER(S) SHALL ENSURE THAT THE FOLLOWING ARE COMPLIED BEFORE SEALING THE TENDER DOCUMENT:-</b>		
<b>Sr. No.</b>	<b>Description</b>	<b>Done or Not</b>
1.	Rates have been quoted for All schedules on Basis Cost in terms of percentage in Rate sheet.	
2.	Declaration regarding no relative being employed on DFCCIL at Annexure -V has been filled.	
3.	Address for correspondence has been given at <b>Section 2 Para 2.2</b> , and Envelope has been addressed accordingly.	
4.	Tenderer(s) General information filled up in Annexure - I with attached documents/proof page marked/indicated.	
5.	All the Annexure from Annexure - I to Annexure - VIII properly filled up and relevant documents attached and indicated Annexure, where asked.	
6.	Company seal should has been put on every page.	
7.	The tender shall be accompanied with the following:-	
	1. Bid Deposit as per NIT/Clause No. 3.1.5 of Section-3 has been attached.	
	2. Attested copies & Certificate of documents towards fulfilling of Eligibility Criteria by the Tenderer(s) as per Tender Notice.	
	3. Partnership deed/resolution as applicable has been attached.	
	4. Power of Attorney as applicable has been attached.	
	5. Any other relevant documents have been attached.	
8.	The tender document shall be sealed in a cover properly. Any loose paper/ documents separately shall be considered as part of tender offer.	
9.	<b>RATES TO BE QUOTED ON RATE SHEET ONLY.</b>	



## Dedicated Freight Corridor Corporation of India Limited

(A Govt. of India Enterprises)

18/N (Ground Floor), Block A, New Alipore, Kolkata - 700053, West Bengal

Telefax – 91-33-23973937, Mail – dfcc.kolkata@gmail.com

### **Forwarding letter by Tenderer (s)**

To,

Chief Project Manager,

DFCCIL, Kolkata,

**Name of Work: - Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos. (FIVE) SUV (Innova, Scorpio or similar type) & 5 nos. (Five) Non SUV (Bolero, Sumo Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.”**

Ref:-

I/We ..... have read the various conditions of tender attached hereto and hereby agree to a Tenderer by the said conditions. I also agree to keep this single packets open tender for acceptance for a period of 90 days from the date fixed for opening the same and in default thereof, I/We will be liable for forfeiture of my/our 'Bid deposit'. I/We offer to do the work as set out in the Tender Document. I/We also agree to a Tenderer by the General Conditions of the Contract and to carry out the work according to the special conditions as laid down by the DFCCIL Administration for the execution of present contract.

1. A sum of Rs. 96,469 /-has been forwarded as bid deposit money. The value of the bid deposit money shall stand forfeited without prejudice to any other rights or remedies if :

I/We do not execute the contract agreement within 7 days of receipt of notice by the DFCCIL Administration that such documents are ready.

**OR**

I/We do not commence the work within 15 days after receipt of orders to that effect.

**OR**

After submitting my/our tender, if I/We resile from my/our offer or modify the term and conditions there in a manner not acceptable to the DFCCIL.

2. I/We agree to give the performance Guarantee (PG) in a form of irrevocable bank guarantee /FDR issued by any Scheduled Bank amounting to 5% of the contract value to the Railway within 15 days after issue of letter of acceptance and before signing of the agreement.

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

Signature of witness

Signature of Tenderer(s)

Address:-

.....

Date:-

**Dedicated Freight Corridor Corporation of India Ltd.  
(A PSU under Ministry of Railways.)**

**NOTICE INVITING TENDER  
Tender No. KKK/EN/VEHICLE/KOL-BWN/2015-16/04**

**Sealed tender are invited by the Chief Project Manager, Dedicated Freight Corridor Corporation of India Limited Kolkata. On behalf of THE PRESIDENT OF INDIA from established and reputed contractors for the work as under :-**

1	<b>Tender No.</b>	<b>KKK/EN/VEHICLE/KOL-BWN/2015-16/04</b>
2	Name of work	<b>Name of Work:- Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos. (FIVE) SUV (Innova, Scorpio or similar type) &amp; 5 nos. (Five) Non SUV (Bolero, Sumo - Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.</b>
3	Duration of Contract	<b>Twenty Four Months.</b>
4	Estimated Cost of work	<b>Rs. 1,43,72,520.00/-</b>
5	Type of BID	Single packet open Tender
6	Bid deposit	<b>Rs. 2,87,451/-</b>
7	Sale of Bid documents form	<b>05.02.2016 and will continue till 17:00 hrs. on 07.03.2016.</b>
8	Sale of bid document up to	<b>17:00 hrs of 07.03.2016</b>
9	Last date of receipt of Bid	<b>Upto 14:30 hrs. on 08.03.2016.</b>
10	Opening of bid	<b>15:00 hrs. On 08.03.2016</b>
11	Validity of offer	90 (Ninety) days from the opening of tender.
12	Address of communication	Office of the Chief Project Manager Dedicated Freight Corridor Corporation of India Limited 18/N (Ground Floor), Block 'A', New Alipore, Kolkata - 700053, West Bengal.

Tender form can be purchased from the above address on all working days from 10:00 (ten) hrs. to 17:00 (seventeen) hrs. And up to 07.03.2016. on payment of Rs. 5,000/- (Rs.5,500/-, if required by post) in the form of Demand draft/Banker's Cheque in favour of Dedicated Freight Corridor Corporation of India Limited/Kolkata issued by any Nationalised and scheduled Commercial Bank.

The tender document can also be downloaded from company's website [www.dfccil.org](http://www.dfccil.org) and the same will be accepted along with the tender fee of Rs.5000/ (Five Thousands only) through a separate Demand Draft drawn on any Nationalized/scheduled bank favouring Dedicated Freight Corridor Corporation India Limited, payable at "KOLKATA" offers without cost of tender documents are liable to be rejected.

**Note:- Any further Addendums/Corrigendum for this tender will be posted in DFCCIL website only. Interested bidders are advised to check website for any Addendums/Corrigendum.**

## Invitation for Bids (IFB)

## SECTION: 2

Dear Sir,

-----

Chief Project Manager, DFCCIL, Kolkata, for and on behalf of DFCCIL, invited in single Packets Open Tender system, from the tendering firms for hiring of vehicles.

### 2.1 SCOPE OF WORK

2.1.1 The contractor will be required to provide stipulated quantities of specified field vehicles for stipulated time duration in perfect condition with drivers to DFCCIL on hiring basis. (As per SECTION -6) and clause 5.2 of the tender document.

### 2.2 KEY DETAILS OF THE TENDER ARE AS UNDER-

Sl.No.	Tender No.	KKK/EN/VEHICLE/KOL-BWN/2015-16/ 04
1	Name of work	<b>Name of Work:- Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos. (FIVE) SUV (Innova, Scorpio or similar type) &amp; 5 nos. (Five) Non SUV (Bolero, Sumo - Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.</b>
2	Estimated cost of work	<b>Rs. 1,43,72,520.00/-</b>
3	Completion Period	<b>Twenty Four Months.</b>
4	Cost of tender document	<b>Rs. 5000/-</b>
5	Availability of tender document	<b>05.02.2016 and will continue till 17:00 hrs. on 07.03.2016.</b>
6	Type of BID	Single packet open Tender
7	Bid deposit	<b>Rs. 2,87,451/-</b>
8	Date and time submission of tender	<b>Upto 14:30 hrs. on 08.03.2016.</b>
9	Date and time of opening of tender	<b>15:00 hrs. On 08.03.2016</b>
10	Validity offer	90 (Ninety) days from the opening of tender
11	Address of communication	Office of the Chief Project Manager Dedicated Freight Corridor Corporation of India Limited 18/N (Ground Floor), Block 'A', New Alipore, Kolkata - 700053, West Bengal.

2.2.1 The tender fee receipt/proof as per clause 3.6 of the tender document is to be submitted along with tender document.

2.2.2 Tender documents are also available on the official web site of DFCCIL i. e. [www.DFCCIL.org](http://www.DFCCIL.org). In case of documents downloaded from internet, cost of tender form as in Para 2.2 Sl. No. 4 above shall be submitted along with offer. Offers not accompanied by cost of tender form will be summarily rejected .

**3.1 INFORMATION**

- 3.1.1 Tender has been invited under 'Single Packet' system.
- 3.1.2 The Tenderer(s) may collect the Tender document from the address and timings mentioned in SECTION – I of the tender document.
- 3.1.3 Tender documents are also available on the official web site of DFCCIL mentioned at Clause 2.2.2 of the tender document.
- 3.1.4 The tender fee receipt/proof as per clause 3.6 of the tender document is to be submitted along with tender document. Tender received without tender fee shall be summarily rejected.
- 3.1.5 The tender document must be accompanied by a valid Bid deposit as per clause 3.7 of the tender document. Tenders received without Bid deposit shall be summarily rejected.
- 3.1.6 Each page of this Tender document shall be submitted duly signed and stamped. Tender document shall be accompanied by Bid deposit in proper form, documents about the status of the firm such as Partnership deed etc., Power of Attorneys; documents in support of the credentials of the Tenderer(s).
- 3.1.7 All Tenders shall be submitted in accordance with the instruction contained in these documents (hereinafter called as Tender documents). Non-compliance with any of the instructions set forth herein above is liable to result in the tender being rejected.
- 3.1.8 A firm submit only one offer against the Tender. In case, a firm submits more than one Tender, such a firm will be disqualified.
- 3.1.9 In preparing the Proposal, Tenderer(s) are expected to examine all terms and conditions included in the document. Failure to provide all requested information will be at own risk of the Tenderer(s) and will result in rejection of the proposal submitted by the Tenderer(s).
- 3.1.10 If the Tenderer(s) deliberately gives/give wrong information in his / their tender or creates circumstance for the acceptance of his / their tender, the DFCCIL reserves the right to reject such tender at any stage.
- 3.1.11 The proposal shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be initialled by the person or persons who sign(s) the Proposals.
- 3.1.12 While quoting the rates, Tenderer(s) are expected to take into account the requirements and conditions of the tender documents.
- 3.1.13 A master copy of the document downloaded from the website mentioned above shall be kept in the office of the tender inviting authority. In case of any discrepancy between the tender document downloaded from the website and the master copy, the latter shall prevail and shall be binding on the Tenderer(s). The offer received shall be deemed to have been submitted on the document as uploaded and appearing in the website mentioned above whose master copy is kept in the office of the tender inviting authority and the agreement shall also prepared on the basis of master document kept in the office of tender inviting authority.

- 3.1.14 The Tenderer(s) downloading the documents from internet must keep themselves updated through the website from which the tender document is downloaded regarding corrigenda, if any, to the notice inviting tender or the tender document, which shall be uploaded in the same website and also published in newspapers. The offers received without such corrigenda published shall be liable to be rejected.
- 3.1.15 Any wilful charges/deletion/addition in printing carried out in the tender documents shall be viewed very seriously, whether detected at the time of opening/award of tender or after award of work and the same may result in penal action including banning of further business with the defaulting Tenderer(s). In addition, the Tenderer(s) are liable to be prosecuted for the same as per law.
- 3.1.16 The Tenderer(s) whether a sole proprietor, a limited company or a partnership firm, if they want to act through agent or individual partner/partners should submit along with the tender or at a later stage, a power of attorney duly stamped and authenticated by a Notary Public, or by Magistrate in favour of the specific person whether he/they be partner/partners of the firm or any other person specifically authorizing him/them to submit the tender, sign the agreements, receive money, witness measurements, sign measurement books, compromise, settle, relinquish any claim or claims preferred by the firm and sign "No claim Certificate" and refer all or any disputes to arbitration.

## **3.2 SUBMISSION OF TENDER**

- 3.2.1 All Tenders shall be submitted "in sealed cover" which should be super scribed as:
- a) Tender No:- as mentioned in NIT in SECTION – I of the tender document.
  - b) Name of the work:- as mentioned in NIT in SECTION – I of the tender document.
- 3.2.2 Venue of submission of tender:-Chief Project Manager; DFCCIL/KKK, 18/N (Ground Floor), Block 'A', New Alipore, Kolkata- 700053.
- 3.2.3 The tender document should reach the office not later than date and timings mentioned as in NIT in SECTION – I of the tender document.
- 3.2.4 Tender box will be sealed on date and timing mentioned as in NIT in SECTION- I of the tender document.
- 3.2.5 Any tenders received late are liable to be rejected summarily.

## **3.3 TENDER OPENING**

- 3.3.1 Date and time of opening of the tender:- As indicated in SI 10 of Section- I of the tender document.
- 3.3.2 The Tenders submitted/received after the time and date fixed for receipt of Tenders as set out in the documents are liable to be rejected.
- 3.3.3 Conditional tenders are liable to be rejected straightway. DFCCIL reserves the right to reject such tenders summarily without assigning any reasons whatsoever. In case Tenderer(s)/s still decides to have conditional offer, all such conditions are required to be listed separately and shall be supplement by the details of financial implications, if applicable. DFCCIL will not take cognizance of any other conditions/variations from the tender stipulations mentioned at any other place in the tender documents.
- 3.3.4 If the date of opening is declared as holiday then the tender shall be accepted up to 14:30 hrs. of the next working day and the same will be opened at 15:00 hrs. on the same day i.e. , next working day.
- 3.3.5 On the date specified in the tender notice, the envelopes of all Tenderer(s) will be opened in the presence of Tenderer(s)/representative who choose to attend the same to verify its contents as per requirements. The tendered percentage rates shall then be read out.



### **3.4 GENERAL INFORMATION**

- 3.4.1 Tender document is non-transferable. Tenders received from Tenderer(s) in whose name Tender document has been issued shall only be considered.
- 3.4.2 No extension in the Tender due date shall be considered on account of delay in receipt of Tender Document by post. DFCCIL is not responsible for loss/delay of any tender in transit.
- 3.4.3 Issuance of Tender documents does not automatically means that such parties are considered qualified.
- 3.4.4 The agency selected will be awarded the work for period specified vide item 3 of Section- I of the tender document.
- 3.4.5 DFCCIL reserves the rights to modify, expand, restrict, scrap, re-float the tender without assigning any reasons.

### **3.5 VALIDITY OF PROPOSAL**

- 3.5.1 The Tenderer(s) shall keep their offer open for a minimum period of 90 days from the date of opening of the Tender, being extended further if required by mutual agreement from time to time. Any contravention of the above condition shall make the Tenderer(s) liable for forfeiture of his Bid deposit. The Tenderer(s) cannot withdraw their offer within the period of validity/extended validity.

### **3.6 TENDER FEE**

- 3.6.1 Cost of tender form as specified in Section-I of the tender document is to be submitted in the form of pay orders, demand drafts from any Nationalized Bank or a Scheduled Bank in favour of DFCCIL payable at KOLKATA.
- 3.6.2 In case of documents downloaded from internet, cost of tender form as specified in Section-I of the tender document shall be submitted along with offer.
- 3.6.3 Offers not accompanied by valid tender fee will be summarily rejected.

### **3.7 BID DEPOSIT**

- 3.7.1 The tender must be accompanied by a sum specified in NIT/ clause no. 3.1.5 of Section III of the tender document as Bid deposited in the form of deposit receipt, pay orders, demand drafts, Banker's cheque from a Nationalized Bank or a Scheduled Bank. Earnest Money shall be in favour of  
DFCCIL payable at Kolkata and duly discharged after affixing the revenue stamp on reverse side of the receipt and duly signed on it.
- 3.7.2 The Tenders not accompanied by valid Bid deposit shall be summarily rejected.
- 3.7.3 Bid deposit shall be forfeited in case of revocation of Tender or increase in rates or charge (s) in any terms & conditions after opening of the tender and before the expiry of validity of the Tender.
- 3.7.4 If the tender is accepted, the amount of Bid deposit will be retained and adjusted as Retention Money for the due and faithful fulfilment of the contract. This amount of Retention Money shall be forfeited if the Tenderer(s)/Contractor(s) fail to execute the Agreement Bond within 7 days after receipt of notice issued by DFCCIL that such documents are ready or to commence the work within 15 days after receipt of the order to that effect.
- 3.7.5 The Bid deposit of all unsuccessful Tenderer(s) except that of the successful Tenderer(s) will be discharged/returned after the award of the contract. The Bid deposit of successful Tenderer(s) will be adjusted against the Retention Money amount. No interest will be paid by DFCCIL on the above Bid deposit amount.

### **3.8 ELIGIBILITY CRITERIA**

3.8.1 NOT APPLICABLE

### **3.9 FIRM DETAILS, SIGNATURE OF TENDERS & DOCUMENTARY PROOF**

3.9.1 The Tender must contain the full name, designation and complete address of place of business of the person(s) signing the Tender. Tender(s) shall furnish "BRIEF DETAILS OF THE TENDERER(S)" (Annexure - I).

3.9.2 The Tender shall be signed by individual or individuals legally authorized to enter into commitments on behalf of the Tenderer(s). Any individual or individuals signing the Tender Documents or other documents connected therewith should specify whether he is signing.

a) As a Sole Proprietor of the firm or Attorney of the Sole Proprietor; or

b) As a Partner of Partners of the firm; or

c) As a Director Manager or Secretary in a Limited Company etc.

3.9.3 The Tenderer(s)/s whose tender is accepted will be required to appear at the office of the Chief Project Manager, DFCCIL, 18/N (Ground Floor), Block 'A', NewAlipore, Kolkata- 700053, in person or in case of firm or corporation, a duly authorized representation shall appear to execute the contract documents within 7 days after notice that the contract has been awarded to him and contract documents are ready for signature. Failure to do so shall constitute a breach of the agreement effected by the acceptance of the tender in which case the full value of the Bid deposit accompanying the tender shall stand forfeited.

### **3.10 PRICE BASIS, CURRENCIES & LANGUAGE OF TENDER**

3.10.1 Tenderer(s)'s have to quote the in terms of a flat single percentage (%) in the document. This percentage shall be applicable on each item of uniformly.

3.10.2 Rates are inclusive of labour, material, all statutory taxes and obligations of Central Government and State Govt. /local bodies as applicable at the time of the opening of the tender, unless otherwise specified separately in this tender document. The tender prices shall be in Indian rupees only.

3.10.3 Taxes, if any, levied after opening of the tender will be borne by DFCCIL & reimbursed on production of documents in proof of having submitted the same. General Conditions of contract & special Conditions of contract, Schedule of approximate quantities & Rate sheet may be referred for further details.

3.10.4 Rates are to be quoted both in figures and words. In case of any discrepancy in rates between figures and words, the rates quoted in words will prevail over rates quoted in figure.

3.10.5 All information in the Tender shall be in English and Hindi only. Failure to comply with these requirements will render the Tender liable for rejection.

### **3.11 PROPOSAL EVALUATION**

3.11.1 A single stage procedure shall be adopted in evaluating the proposals.

3.11.2 The Evaluation Committee appointed by DFCC shall carry out its evaluation on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria.

3.11.3 The proposal of the Tenderer(s) will be assessed only based on the information/documents submitted along with the tender. However, DFCCIL reserves the right to seek clarification from the Tenderer(s), if the evaluation committee

considers it necessary for proper assessment of the proposal. The clarification will be sought through fax/e-mail and the Tenderer(s) will be required to submit clarification in the stipulated time period. The clarification received within stipulated time period will be taken into consideration for evaluation of the proposal.

3.11.4 The Proposals shall be opened publicly in the presence of the Tenderer(s) representatives who choose to attend. The name of the Tenderer(s), the proposed prices shall be read aloud and recorded after opening the proposal. It is recommended that quoted rates are covered with transparent adhesive tape for evaluation of their proposal.

### **3.12 ENGAGEMENT OF PERSONNEL**

3.12.1 Persons provided should possess requirement of job and have good behaviour and unblemished record and character.

### **3.13 AWARD OF CONTRACT**

3.13.1 The DFCC will issue a letter of Acceptance to the successful Tenderer.

3.13.2 Until a formal agreement is prepared and executed acceptance of their tender shall constitute a binding contract between DFCCIL and Tenderer subject to the modifications, as may be mutually agreed to and indicated in the letter of acceptance.

3.13.3 The successful Tenderer will be required to execute the Contract Agreement within 7 days of receipt of notice by the DFCCIL Administration that such document is ready, as per conditions mentioned in Tender Document.

3.13.4 The successful firm / Tenderer with whom the contract is signed shall commence the assignment within 15 days from the date of issue of acceptance letter.

3.13.5 All expenses in drawing up the agreement and the cost of stamp duly if any shall be borne by the Agency.

### **3.14 CONFIDENTIALITY**

3.14.1 Information relating to evaluation of proposals and recommendations concerning awards shall not be disclosed to the Tenderer(s) who submitted the proposals or to other persons not officially concerned with the process.

### **3.15 CHECK LIST**

3.15.1 The Tenderer(s) is requested to submit the tender documents and attachments to tender documents as per the details specified in the Tender document. Any deviation/omission from above will be as per Tenderer(s)'s own risk.

The Tenderer(s) are requested to duly fill in the checklist. The checklist is only a reminder of certain important items, to facilitate the Tenderer(s). This however, does not relieve the Tenderer(s) of its responsibility to make sure his proposal is otherwise complete in all respects.

**4.0 GENERAL CONDITIONS OF CONTRACT**

GENERAL CONDITIONS OF CONTRACT will form an integral part of the Tender and contract, which is enclosed along with the tender documents.

In case of any deviation between conditions of contract and any other special condition & specifications of contract of this tender document, the special condition & specifications of contract of this tender document shall prevail. The tenders must give a certificate along with their offer that they have thoroughly read, understood and accepted the conditions/special conditions & specifications of contract as well as other conditions of tender etc.

**4.1 DEFINITIONS**

Unless excluded by or repugnant to the context:

- 4.1.1 The expression "Department" / "Client"/"DFCCIL"/"Corporation" /Employer as used in the tender papers shall mean Dedicated Freight Corridor Corporation of India Ltd.(DFCCIL) which expression shall also include its legal successors and permitted assigns.
- 4.1.2 "Officer"/ "Officer-in-charge"/ "DFCCIL's representative" of the work shall mean the DFCCIL Officer dealing with the performance and operations of the contract, its legal successors and assignees to undertake various duties and functions in connection with this contract and Project.
- 4.1.3 The "Contract" shall mean The agreement entered into between the owner and the contractor as recorded in the contract form signed by the parties include all attachment the notice of tender the sealed quotation and the tender documents including the tender and acceptance thereof together with the documents referred to therein, and the accepted conditions with annexure mentioned therein including any special conditions, specifications, price schedule / bill of quantities and schedule of rates. All these documents taken together shall be deemed to form one contract and shall be complementary to one another. Contract is deed of contract together with its entire accompaniment and those later incorporated in it by internal consent.
- 4.1.4 The "Contractor/ Tenderers" shall mean the individual or firm or company whether incorporated or not, undertaking the work and shall include legal representative of such an individual or persons comprising such firms or company as the case may be and permitted, assigns of such individual or firm or company.
- 4.1.5 The "Contract sum" / "Contract price" shall mean the sum for which the tender is accepted.
- 4.1.6 The "Contract time" means period specified in the tender document for entire execution of contracted works from the date of notification of award including monsoon period.
- 4.1.7 A "Day" shall mean a day of 24 hours from midnight to midnight irrespective of the number of hours worked in that day.
- 4.1.8 A "month" shall mean a calendar month.
- 4.1.9 A "week" shall mean seven consecutive days without regard to the number of hours worked in any day in that week,
- 4.1.10 "Client" means Dedicated Freight Corridor Corporation of India Limited.

- 4.1.11 "Day" means calendar day.
- 4.1.12 "Government" means the Government of India.
- 4.1.13 "Services" means the work to be performed by the Tenderers) pursuant to the Contract.
- 4.1.14 "Applicable Law" means all laws in force and effect as of the date hereof and which may be promulgated or brought into force and effect thereafter in India, including rules and regulations made therein, as may be in force and effect during subsistence of this agreement.
- 4.1.15 "Excepted Risks" are risks due to riots (otherwise than among contractor's employees) and civil commotion (in so far as both these are un-insurable) war (whether declared or not), invasion, act of foreign enemies, hostilities, civil war, rebellion, revolution, insurrection, military or usurped power, any acts of God, such as earthquake, lightening and un-precedent floods over which the contractor has no control.
- 4.1.16 "GCC" mean the General Conditions of Contract,
- 4.1.17 "Letter of Acceptance" means the formal acceptance letter from the DFCCIL of the Tender.
- 4.1.18 "Local currency" means the currency of Government of India.

## **4.2 GENERAL INFORMATION**

- 4.2.1 The Tenderer(s) should familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment and on the local conditions, Tenderer(s) are encouraged to pay a visit to the project site before submitting the Proposal.
- 4.2.2 Tenderers) shall bear all costs associated with the preparation and submission of their proposals including negotiations if required. The Client is not bound to accept any proposal, and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Tenderer(s).
- 4.2.3 It is the DFCC's policy that the Tenderers) under contracts observe the highest standard of ethics during the selection and execution of such contracts. In pursuance of this policy, the DFCC:
- a) Defines, for the purpose of this paragraph, the terms set forth below as follows:
- 1) "Corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the selection process or in contract execution;
  - 2) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;
  - 3) "Collusive practices" means a scheme or arrangement between two or more Tenderers) with or without the knowledge of the Client, designed to establish prices at artificial, non-competitive levels;
  - 4) "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract
- b) Will reject a proposal for award if it determines that the Tenderers] recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question;

- c) Will declare a firm ineligible, either indefinitely or for a stated period of time], to be awarded a contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a contract; and

#### **4.3 COMMUNICATION AND LANGUAGE OF CONTRACT**

- 4.3.1 Communication to be in writing Communications between Parties will be effective only when in writing. Verbal communication, if any, must be confirmed in writing immediately later on. Any notice, request or consent shall be deemed have been given or made when delivered in writing in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram or facsimile to such Party.

#### **4.4 INTERPRETATION**

In the contract, except where the context requires otherwise:

- 4.4.1 Words indicating one gender include all genders,  
4.4.2 Words indicating the singular also include the plural and words indicating the plural also include the singular,  
4.4.3 "Written" or "in writing" means hand-written, type written, printed or electronically made and resulting in a permanent record, and  
4.4.4 The marginal words and other headings shall not be taken into consideration in interpretation of these conditions.

#### **4.5 LANGUAGE OF CONTRACT**

- 4.5.1 The Contract has been executed in English, which shall be controlling language for all matters relating to meaning or interpretation of this Contract.

#### **4.6 ENTIRE AGREEMENT**

- 4.6.1 This Contract contains all covenants, stipulations and provisions agreed by the parties. No agent or representative of either party has authority to make, and the parties shall not be bound by or liable for, any statement, representation, promise or agreement not set forth herein.

#### **4.7 MODIFICATIONS**

- 4.7.1 The terms and conditions of this Contract including the Scope of work can be modified only by written agreement between the Parties.

#### **4.8 CARE IN SUBMISSION OF TENDERS:-**

- 4.8.1 Before submitting a tender, the Tenderer(s) will be deemed to have satisfied himself by actual inspection of the site and locality of the works, that all conditions liable to be encountered during the execution of the works are taken into account and that the rates he enters in the tender forms are adequate and all inclusive to accord with the provisions of the General/ Special Conditions of Contract for the completion of works to the entire satisfaction of the Engineer.

#### **4.9 RIGHTS OF THE DFCCIL TO DEAL WITH TENDER: -**

- 4.9.1 The authority for the acceptance of the tender will rest with the DFCCIL. It shall not be obligatory on the said authority to accept the lowest tender or any other tender and no Tenderer(s) shall demand neither any explanation for the cause of rejection of his /their tender nor the DFCCIL to assign reasons for declining to consider or reject any particular tender or tenders.

#### **4.10 OMISSIONS & DISCREPANCIES: -**

4.10.1. Should a Tenderer(s) find discrepancies in or omissions from the drawings or any of the Tender Forms or should he be in doubt as to their meaning, he should at once notify the authority inviting tenders who may send a written instruction to all tenders. It shall be understood that every endeavor has been made to avoid any error which can materially effect the basis of the tender and the successful Tenderer(s) shall take upon himself and provide for the risk of any error which may subsequently be discovered and shall make no subsequent claim on account thereof.

#### **4.11 PARTNERSHIP DEED**

4.11.1 The tender shall clearly specify whether the tender is submitted on his own behalf or on behalf of partnership concern. If the tender is submitted on behalf of partnership concern, Tenderer(s) shall submit the certified copy of partnership deed along with the tender and authorization to sign the tender documents on behalf of partnership concern. If these documents are not enclosed along with tender documents, the tender will be treated as having been submitted by individual signing the tender documents. DFCCIL will not be bound by any Power of Attorney granted by the Tenderer(s) or by changes in the composition of the firm made subsequent to the execution of the contract. It may however recognize such power of attorney and changes after obtaining proper legal advice the cost of which will be chargeable to the contractor.

#### **4.12 AGREEMENT:**

4.12.1 All expenses in drawing up the agreement and the cost of stamp duty if any shall be borne by the Agency.

#### **4.13 CHANGES IN ADDRESS:**

4.13.1 Any change in the address of the contractor shall be forthwith intimated in writing to the DFCCIL. The DFCCIL will not be responsible for any loss/ inconvenience suffered by the Contractor on account of his failure to comply with this.

#### **4.14 OBLIGATION OF DFCCIL**

4.14.1 DFCCIL will, subject to compliance of this contract and all statutory requirements and the provision of services to its satisfaction by the Tenderers) and subject to deduction of Tax at source under the Income Tax Act, 1961 or any other provision of the law for the time being in force, ensure full and timely payments for the services as provided in this contract

#### **4.15 FORCE MAJEURE**

4.15.1 The Obligations of DFCCIL and the Tenderer(s) shall remain suspended if and to the extent that they are unable to carry out such obligations owing to force majeure and in such situation the contract can also be terminated on mutual consent.

#### **4.16 INDEMNITY**

4.16.1 The Tenderer(s) shall indemnify and hold harmless to DFCCIL and its directors, officers and employees from and against all and any claims, demands, losses, damages, penalties, expenses and proceedings connected with the implementation of this contract or arising from any breach or non-compliance whatsoever by the Tenderers) or any of the persons deployed by it pursuant hereto of or in relation to any such matter as aforesaid or otherwise arising from any act or omission on their part, whether wilful or not, and whether within or outside the premises including but not limited to any and all claims by the hired staff.

#### **4.17 OTHER TERMS AND CONDITIONS**

- 4.17.1 Contract shall be deemed to have commenced as on from date of issuance of letter of intent and shall be in force for an initial period of one.
- 4.17.2 Notwithstanding anything contained herein DFCCIL may, without any cause, terminate this contract by giving to the other 15 days written notice.
- 4.17.3 Expiry or earlier termination of this contract will not prejudice any rights of the parties that may have accrued prior thereto.
- 4.17.4 In performing the terms and conditions of the contract, the Tenderer(s) shall at all times act as an Independent Tenderer(s). The contract does not in any way create a relationship of principal and agent between DFCCIL and the Tenderer(s). The Tenderer(s) shall not act or attempt or represent itself as an agent of DFCCIL. It is clearly understood and accepted by both parties that this contract between the parties evidenced by it is on a principal to Principal basis and nothing herein contained shall be construed or understood as constituting either party hereto, the agent or representative of the other; under any circumstances. The Tenderer(s) shall never under any circumstances whatsoever, be entitled to claim themselves to be the employee of DFCCIL.

#### **4.18 LAWS AND REGULATIONS:**

- 4.18.1 **Governing Law:** This contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable laws and by-laws of India.
- 4.18.2 **Resolving the disputes:** In case of disputes, between a Contractor and the field officers, regarding this tender, decision of the Managing Director, DFCCIL, shall be the final and binding.

#### **4.19 INCOME TAX**

- 4.19.1 Income Tax as per rates applicable/amended under the Income Tax Act of work shall be deducted at source unless the contractor is exempted by Income Tax Authorities.

#### **4.20 SERVICE TAX**

- 4.20.1 The 40% of the Service Tax, as applicable on gross value of each running account bill/Final bill shall be paid directly by DFCCIL Remaining 60% of the Service Tax as applicable on gross value of each running account bill/Final bill in this contract will be paid by Contractor as per prevailing law and shall be reimbursed by DFCCIL after the contractor submits the documentary proof of having deposited the same. **Any modification in Service tax provision in future by Government will be binding on the contractor with immediate effect.**

#### **4.21 PERMITS, FEES, TAXES & ROYALTIES**

- 4.21.1 Unless otherwise provided in the contract documents, the contractor shall secure and pay for all permits, Government fees and licenses necessary for the execution and completion of the works. The contractor shall pay all duties including excise duty, sales tax, works contract tax, local taxes, income tax and other taxes Govt. except service tax. The service tax liability on the Contractor will be governed by clause 4.23 of the tender document. The DFCCIL authorities will not take any responsibility of refund of such taxes/fees unless otherwise specified in the tender. Any violation, in the legal provisions of taxes, duties, permits and fees, carried out by the Contractor and



detected subsequently shall be the sole responsibility of the Contractor and his legal heirs.

#### **4.22 STATUTORY INCREASE IN DUTIES, TAXES ETC**

4.22.1 All the taxes and duties levied by the State and Central Govt. and by Local Bodies at the prevailing rates applicable on the date of receipt of tender shall be fully borne by the Contractor and shall not be reimbursed to him on any account unless otherwise specified in the tender. The tender shall be inclusive of all taxes levies, octroi etc. Further DFCCIL shall not honor any claim arising out of any increase in any of the prevailing statutory duties, taxes, levies, octroi, etc. At the time of quoting/ Tendering contractor should bear the above fact in mind.

#### **4.23 DETERMINATION OF CONTRACT DUE TO FIRM/CONTRACTOR'S DEFAULT CONDITIONS LEADING TO DETERMINATION OF CONTRACT**

4.23.1 If the Firm/Contractor

- a) becomes bankrupt or insolvent or,
- b) makes arrangements with or assignment in favour of his creditor, or agrees to carry out the contract under a committee of inspection of his creditors or
- c) being a company or corporation goes into liquidation by a resolution passed by the Board of Directors / General Body of the share-holders or as a result of court order (other than voluntary liquidation for the purpose of amalgamation or reconstruction); or
- d) has execution levied on his goods or property or the works, or
- e) assigns or sublets the contract or any part thereof otherwise than as provided for under conditions of this contract, or
- f) abandons the contract, or
- g) persistently disregards instructions of the DFCCIL official or contravenes any provisions of the contract, or
- h) fails to take steps to employ competent and / or additional staff and labour, or
- i) promises, offers or gives any bribe, commission, gift or advantage, either himself or through his partners, agents or servants to any officer or employee of the DFCCIL, or to any person on their behalf, in relation to obtaining or execution of this or any other contract with the DFCCIL, or
- j) Suppresses or gives wrong information while submitting the tender.

4.23.2 In any such case the DFCCIL may serve the Firm/Contractor with a notice in writing to that effect and if the Firm/Contractor does not, within 7 days after delivery to him of such notice, proceed to make good his default in so far as the same is capable of being made good, and carry on the work or comply with such instructions as aforesaid to the entire satisfaction of the DFCCIL, the DFCCIL shall be entitled after giving 48 hours notice in writing to terminate the contract, as a whole or in part or parts (as may be specified in such notice).

#### **4.24 DETERMINATION OF CONTRACT ON DFCCIL/ENGINEER'S ACCOUNT**

4.24.1 The DFCCIL shall be entitled to terminate the contract, at any time, should, in the DFCCIL opinion, the cessation of works becomes necessary, owing to paucity of funds or due to court orders or from any other cause whatsoever. Notice in writing from the DFCCIL of such termination and reasons therefore, shall be conclusive evidence thereof.

#### **4.25 LABOUR RULES**

4.25.1 The contractor shall have to follow all rules and regulations pertaining to payment of Minimum Wages Act as notified by Central Government as applicable. The contractor shall also be responsible for observance of labour regulations in respect of labour welfare, EPF, ESI, Bonus and Gratuity etc. to employees/labour.

#### **4.26 COMPLIANCE OF VARIOUS ACTS:**

4.26.1 The contractor shall ensure strict compliance of Payment of Wages Act 1936, Employment of Children Act 1938, Untouchability (Offences) Act 1955, Workmen's Compensation Act 1923, Relevant Central / State Labour Laws, Employees State Insurance Act 1948, Labour acts and Employees Provident Fund Act 1952 along with any Statutory Modifications there of or rules clarifications or otherwise and all the provisions as amended from time to time and DFCCIL shall stand indemnified from and against any claims/penalty under the afore said act.

#### **4.27 CHILD LABOUR (PROHIBITION AND REGULATION) ACT-1986.**

4.27.1 The employment of any person less than fourteen years (14 years) of age shall be prohibited from DFCCILs works. The contractor shall be responsible for confirming to the provisions of the act and DFCCIL shall stand indemnified from and against any claims/penalty under the afore said act.

#### **4.28 SETTLEMENT OF DISPUTES**

4.28.1 All disputes or differences of any kind whatsoever that may arise in connection with or arising out of the contract or subject matter thereof, whether during the currency of contract or after their completion, whether before or after determination of contract shall be settled as under.

##### **4.28.2 Mutual Settlement**

All such disputes or differences shall in the first place be referred by the Tenderer(s) to the Employer in writing for resolving the same through mutual discussions, negotiations, deliberation etc. associating representatives from both the sides and concerted efforts shall be made for reaching amicable settlement of disputes or differences.

#### **4.29 DEFENCE OF SUITS**

4.29.1 If any action in court is brought by a third party against DFCCIL or an officer or agent of the DFCCIL for the failure or neglect on the part of the Contractor to perform any acts, matter, covenants or things under the Contract, or for any damage or injury caused by the alleged omission or negligence on the part of the contractor, his agents/representatives or his sub-contractors, drivers or employees, the contractor/agency shall in all such cases be responsible and indemnify and keep DFCCIL and/or his representative harmless from all losses, damages, expenses or decrees arising out of such action.

#### **4.30 CONCILIATION/ARBITRATION**

4.30.1 It is a term of this contract that Conciliation / Arbitration of disputes to settle shall not be commenced unless an attempt has first been made by the parties such disputes through mutual settlement.

4.30.2 If the Tenderer(s) is not satisfied with the settlement by the Employer on any matter in question, disputes or differences, the Tenderers) may refer to the Managing Director of the Employer in writing to settle such disputes or differences through Conciliation

or Arbitration provided that the demand for Conciliation or Arbitration shall specify the matters, which are in question or subject of the disputes or differences as also the amount of claim, item wise. Only such dispute(s), or difference(s) in respect of which the demand has been made, the Employer shall be referred to Conciliator or Arbitrator as the case may be and other matters shall not be included in the reference.

- 4.30.3 Managing Director of the Employer may himself act as Sole Conciliator/Sole Arbitrator or may at his option appoint another person as Sole Conciliator or Sole Arbitrator, as the case may be. In case. Managing Director of the Employer decides to appoint a Sole Conciliator / Sole Arbitrator then a panel of at least three names will be sent to the Tenderer(s), Such persons may be working / retired employees of the DFCCIL who had not been connected with the work. The Tenderer(s) shall suggest minimum two names out of this panel for appointment of Sole Conciliator / Sole Arbitrator. Managing Director of the Employer will appoint Sole Conciliator / Sole Arbitrator out of the names agreed by the Tenderer(s).
- 4.30.4 In case, the Tenderers) opts for settlement of disputes through Conciliation at first stage and if the efforts to resolve all or any of the disputes thorough Conciliation foils, the Tenderer(s) may refer to the Managing Director of the Employer for settlement of such disputes or differences through Arbitration. The appointment of Sole Arbitrator shall be done by the Managing Director of the Employer as per the procedure described above. No disputes or differences shall be referred to Arbitration after expiry of 60 days from the date of notification of failure of Conciliation.
- 4.30.5 The Conciliation and / or Arbitration proceedings shall be governed by the provisions of the Indian Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the conciliation and arbitration proceedings under this clause.

#### **4.31 AWARD TO BE BINDING ON ALL PARTIES**

- 4.31.1 The award of the Sole Arbitrator, unless challenged in court of law, shall be binding on all parties.

#### **4.32 SUBSTITUTE ARBITRATORS:**

- 4.32.1 If for any reason an Arbitrator is unable to perform his function, a substitute shall be appointed in the same manner as the original arbitrator.

#### **4.33 INTEREST ON AWARDED AMOUNT**

- 4.33.1 Where the arbitral award is for payment of money, no interest shall be payable on the whole or any part of the money for any period till the date on which the award is made.

#### **4.34 SETTLEMENT THROUGH COURT**

- 4.34.1 It is a term of this contract that the Tenderer(s) shall not approach any Court of Law for settlement of such disputes or differences unless an attempt has first been made by the parties to settle such disputes or differences through provisions of arbitration & conciliation provided in the agreement.

#### **4.35 EXCEPTION**

- 4.35.1 For settlement of disputes with central PSUs, the procedure as per existing orders of Permanent Machinery for Arbitration (PMA), Bureau of Public Enterprises, Govt. of India shall be followed.

#### **4.36 JURISDICTION OF COURTS**

- 4.36.1 Jurisdiction of courts for dispute resolution shall be **Kolkata** only.

## SECTION 5

### SPECIAL CONDITION RELATING TO TERMS AND CONDITIONS FOR HIRING OF VEHICLE

Name of Work:- Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos.(FIVE) SUV (Innova, Scorpio or similar type) & 5 nos. (Five)Non SUV ( Bolero, Sumo Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.”

**5.1 PERIOD OF HIRING OF VEHICLE:** The period of hiring of vehicle is initially for 24 months. Further extension of duration if any will be by mutual consent

5.1.1 All other terms and conditions which are embodied herein below shall be deemed and taken to be part and parcel of the agreement.

### **5.2 SCOPE OF WORK AND DUTY**

**5.2.1** Vehicle is required for transportation of Officer/Staff to various stations and section between Kolkata to Dhanbad. The vehicle will be based at **Kolkata and Burdwan**. However DFCCIL reserve the right, without any extra rates, to change the above base station of vehicle to Burdwan, Hooghly, Durgapur, Asansol or Dhanbad with prior notice of 15 days. Such change in base station will be done in case vehicle is required at new base station for at least three months.

**5.2.2** The road vehicle should be in good condition and should not be more than 3 years old at the time of induction . Vehicle should not have history of accident and shall not have any dent mark or other spots of the body. Vehicle shall be suitable for running on both types of road i.e kutchha & pucca road. The vehicle should have taxi /tourist permit. The vehicle shall also be required to go along the Railway embankment for approaching any desired kilometre or site. The DFCCIL shall have the right to reject the vehicle if not found in a satisfactory condition.

**5.2.3** No change of vehicle (s) shall be allowed normally without the prior permission of DFCCIL. In case of non availability of the regularly arranged vehicles, the contractor may provide another vehicle, even owned by others, of class same or higher, with prior permission of DFCCIL official, which DFCCIL official in its absolute discretion may not grant.

**5.2.4** The interior of the vehicle must be tidy with neat and loose replaceable seat cover. Exterior of, the vehicle shall also be presentable and acceptable to DFCCIL. Good quality seat covers shall be provided and the same will be regularly cleaned by the contractor at his own cost. Vehicle will be kept properly cleaned on daily basis.

**5.2.5** Vehicle shall have to report at nominated place and time. Any delay in reporting will be considered as absence for the day. Nominated place may be changed once in a month, if required.

**5.2.6** The driver shall report to the officer concerned to whom the vehicle is attached at nominated place. The duty hours and Km shall be counted on reporting for duty at nominated place and till release of the vehicle for the day. In case of situation where this is not applied the officer to whom the vehicle is attached shall decide the count of duty hours and Kms for both reporting and release of vehicle. Vehicle will be hired for

312 hrs. in a month with average daily working of 12 hrs. and shortfall/excess on any working day will be adjustable.

- 5.2.7** Contractor shall maintain a separate log book in specified format which shall be signed jointly by the driver and verified by the Officer-in-charge. It will be the sole responsibility of the driver that log book is filled up daily and there is no cutting/over writing. If there is any cutting/over writing, the same shall be attested by the officer-in-charge using the vehicle or DFCCIL's authorized representative. Timing and Kilometre reading shall be noted every day at the time of reporting at nominated place and release from same place.
- 5.2.8** Vehicle will be required generally for 12 hrs. every day, which will normally be from 09.00 to 21.00 hrs. However, occasionally timings may vary which will be indicated a day advance. Tenderer should provide 24 hrs. Contact No. on which such information can be given. Further the driver of the vehicle should be provided with a mobile phone having incoming facility at contractor's own cost. The mobile of the driver should be kept in "switch on" mode for all 24 hours a day and on holidays also. If the mobile of the driver is found "switched off" on any occasion, a penalty of Rs. 100/- will be imposed for each such occasion.
- 5.2.9** Vehicle shall be required for full calendar months including Saturday and holidays. Maintenance rest will be provided normally on all Sundays. In case of existence and emergencies, the vehicle can be called on Sundays also. For each such Sunday either a compensatory maintenance rest will be provided or an extra amount of Rs.200/- shall be paid. Contractor will however provide suitable substitute driver for ensuring stipulated weekly rests to regular driver as per extant laws for which no extra payment will be made. If on demand, the contractor fails to provide vehicle on Sundays & National Holidays, penalty as stipulated in Para-7.12 will be levied.
- 5.2.10** The contractor shall ensure that all the meter particularly the odometer/speedometer and other devices of vehicle are always in working condition. If the odometer gets out of order, the same must be immediately reported to the officer-in-charge. The reading given by the Officer shall be the final and binding on the contractor in such cases.
- 5.2.11** The driver put on job by the contractor must always possess valid driving license, registration papers, road tax paid receipt, and insurance papers of vehicles against accident etc. as per rules and statutory obligations. Frequent changing of driver of vehicle will not be permitted.
- 5.2.12** The driver of the vehicle should be well mannered, experienced and educated. Driver should report for duty properly dressed. The driver must observe all the etiquette, protocol & extend usual courtesy (like carrying office bags/files to the concerned chambers, etc.) while performing the duties. He has to make his own arrangement for lodging and boarding. No accommodation will be provided to the driver by DFCCIL.
- 5.2.13** The drivers shall abide by the rule laid down by Transport authority/ motor licensing Authority or any authority relevant to the subject and shall always strictly follow the Traffic rules and regulation so as to ensure safety of the passengers..Any CHALLAN/ penalty imposed on the driver will be born by the contractor /service provider. In case of any accident, all the claims arising out of it will be made by the contractor/service provider.
- 5.2.14** No change of driver(s) will be allowed normally without the prior permission of DFCCIL

- 5.2.15** All statutory taxes (except Service Tax) and liabilities levied/ leviabale by the Central & State Government or any other governing authority/agency from time to time shall be borne by the contractor and the rate shall be inclusive of all such liabilities. Toll tax & parking fee shall be reimbursed by the DFCCIL on production of Parking/Toll receipts/slips. Driver should have adequate amount of cash for payment of toll tax, parking, filling of diesel, oil etc. and the driver should possess valid license, paper of vehicle like registration, PUC, permit for running the vehicle in Kolkata, Barddhaman, Asansol, Dhanbad etc. and the vehicle should be insured against accident etc., as per rules and statutory obligations.
- 5.2.16** The contractor shall be solely responsible for the compliance of statutory regulations applicable to contractor labour as also other Central and State Government Statutory regulations associated with works such as provision of Minimum Wages Act, 1948, the Work Men Compensation Act, 1923 etc. No liability what so ever shall attach to the DFCCIL on account of or any failure on the part of the contractor to observe these regulations.
- 5.2.17** DFCCIL may provide open parking space during day time but parking shall be purely at contractor risk. Night time parking will be the responsibility of the contractor.
- 5.2.18** During the currency of contract, vehicle cannot be used for any other purpose except for DFCCIL.
- 5.2.19** The Contractor shall provide a spare wheel and necessary tools and other spare parts in a good working condition.
- 5.2.20** Vehicle must carry proper sticker of "Govt. of India" on front and backside.
- 5.2.21** The contractor shall be completely responsible for safe running of vehicle. DFCCIL will not be responsible for any loss, damage, repairs, maintenance or accident to the Vehicles or driver during period of hire and contractor/supplier will indemnify DFCCIL against any losses/damages arising out of it.
- 5.2.22** That the contractor agrees to indemnify to DFCCIL administration against all claims for compensation by on or behalf of driver employed by him inconnection with the present contract for any injury for death by an accident under the workmen compensation Act. VIII of 1923 and the DFCCIL Administration will be entitled to deduct from any some of money payable to the contractor the amount of compensation thus payable under the terms of section – 12 of the said Act. Together with all or any cost incurred by the DFCCIL administration in such connection and the contractor further agrees that the decision of the DFCCIL officer with respect to the amount of such indemnity shall be accepted by him finally.
- 5.2.23** DFCCIL in no case is responsible for any legal matter arising of any State/Central Government laws in matter of employment of the driver by owner of the vehicle or in respect of any other matter.
- 5.2.24** Contractor shall not object for carrying small materials like surveying and other equipment etc. in the vehicles provided by the contractor.
- 5.2.25** Driver should never be found under the influence of alcohol.
- 5.2.26** The contract shall be governed by the General Condition of Contract and Retention money and income tax shall be deducted as per extent rules. For the purpose of this contract, the General Condition of Contract, as issued by the Eastern Railway, with latest correction slip issued, shall be applicable.

**5.2.27 Only commercial vehicle will be accepted.**

**5.2.28 No vehicle older than 3 years will be accepted at the time of induction.**

**5.2.29** Contractor shall ensure the punctuality in booking and supply of the vehicle so that vehicle is made available every time to the officer in charge even at short notices failing which the penalty shall be imposed as per clause 5.6.12.

**5.2.30** If vehicle does not turn up on any day, penalty as specified in para. 5.6.12 will be deducted from contractor bills. In addition to above penalty, payment for that day will also not be released due to non-running.

**5.2.31** If a vehicle is out of order or under scheduled maintenance, an alternative vehicle with same specification should be made available, failing which penalty of Rs. 1500/- (One thousand five hundred only) shall be levied for each day. In addition to above penalty, payment for days of non availability of vehicle will also not be released.

**5.2.32** If contractor fails to provide the stipulated inspection vehicle or similar vehicle on a particular day and officer concerned due to the exigency of work permit other vehicle then payment shall be made at 80% of the accepted rate.

**5.2.33** Any officer nominated for the purpose shall inspect the vehicle engaged in service and in case of non-compliance of any of the condition, a penalty up to Rs. 200/- per case shall be imposed on defaulting contractor. This will be cumulative for the vehicle on the day of inspection.

**5.2.34** The driver shall report to the officer concerned to whom the vehicle is attached at nominated place. The duty hours and Km shall be counted on reporting for duty at nominated place and till release of the vehicle for the day. In case of situation where this is not applied the officer to whom the vehicle is attached shall decide the count of duty hours and Kms for both reporting and release of vehicle. Vehicle will be hired for 312 hrs. in a month with average daily working of 12 hrs and shortfall/excess on any working day will be adjustable.

**5.2.35** One day rest per week will be admissible for each vehicle .However the same may be deferred as per requirement but the same will be adjusted later on in coming weeks. The same can also be adjusted against closed holidays. . If the vehicle is put in service on Sunday or National holidays additional Rs. 150/- will be paid .

**5.2.36** If vehicle is put on service in any particular day beyond 12 hrs ,additional amount of Rs. 150/- will be paid .

### **5.3 RETENTION MONEY**

**5.3.1** Bid deposited by the contractor with his tender will be retained by the DFCCIL as part of retention money for the due and faithful fulfilment of the contract by the contractor. The balance amount of Retention money may be deposited by the contractor or may be recovered from the contractors "On account" bills.

Unless otherwise specified in the special conditions, if any, retention money will be as under.

- a) Retention money for the work should be 5% of the contract value.
- b) The rate of recovery should be at the rate 10% of the on account bill amount till the full retention money is recovered.
- c) Retention money shall be released to the contractor after satisfactory compensation to the contract and after passing the final bill based on no claim

certificate. The certificate should mention that work has been completed in all respects and all the contractual obligation have been fulfilled by the contractor and that there is no dues from the contractor to DFCCIL against the contract concerned. Before releasing the retention money unconditional and unequivocal no claim certificate from contractor concerned should be obtained.

**5.3.2** The DFCCIL reserves the right to terminate the contract if the contractor fails to render the services as per various provision of the contract. The contractor shall not be entitled for any extra rate/payment/claim on account of this. In such case of termination of contract on contractor's account, the entire retention money shall be forfeited and the firm shall be debarred for further hiring of vehicles in DFCCIL.

**5.3.3** The DFCCIL reserves the right to short close the contract at any time, without any financial implication on either side, on administrative ground without assigning any reason thereof by giving one month notice in advance. The contractor shall not be entitled for any extra rate/payment/claim on account of this.

**5.3.4** An item wise excess of upto 25% and saving upto 100% can be done at the discretion of DFCCIL at applicable rates with overall variation within  $\pm 25\%$ .

#### **5.4 PERFORMANCE GUARANTEE**

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 has contract agreement. However, a penal interest of 15% per annum shall be charged for the delay beyond 30 (thirty) days, i.e. from 31<sup>st</sup> 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.

**5.4.1** The successful bidder shall submit the Performance Guarantee (PG) in any of the following forms, amounting to 5% of the contract value:-

- I. A deposit of cash
- II. Irrevocable bank guarantee
- III. Govt. securities including state loan bonds at 5% below the market value.
- 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 any of the nationalised banks.
- V. Guarantee Bonds executed or deposits receipts tendered by all scheduled banks.
- VI. A deposit in Post Office Saving Bank.
- VII. A deposit in the National Savings Certificates
- VIII. Twelve years National Defence Certificates
- IX. Ten years Defence Deposits
- X. National Defence Bonds.
- XI. Unit Trust Certificate at 5% below the market value or at the face value whichever is less. Also FDR in favour of DFCCIL, CPM and Mumbai (free from any encumbrance) may be accepted.



- 5.4.2 The Performance Guarantee shall be submitted by the successful bidder after the Letter of Acceptance (LOA) has been issued, but before signing of the contract agreement in the format stipulated in Annexure VIII. This PG shall be initially valid upto the stipulated date of completion plus 60 days beyond that. In case, the time for completion of work gets extended, the contractor shall extend the validity of PG extended to cover such extended time for completion of work plus 60 days.
- 5.4.3 The value of PG to be submitted by the contractor will not change for variation upto 25% (either increase or decrease). In case during the course of execution, value of the contract increases by more than 25% of the original contract value, an additional Performance Guarantee amount to 5% (Five percent) for the excess value over the original contract value shall be deposited by contractor.
- 5.4.4 The Performance Guarantee (PG) shall be released after physical completion of the work based on "Completion Certificate", issued by the competent authority stating that the contractor has completed the work in all respects satisfactorily. The Securing Deposit shall, however, be released only after expiry of the maintenance period and after passing the final bill based on "No Claim Certificate" from the contractor.
- 5.4.5 Whenever the contract is rescinded, the Security Deposit shall be forfeited and the Performance Guarantee shall be en-cashed. 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 members/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.
- 5.4.6 The engineer shall not make a claim under the Performance Guarantee except for amounts to which the President of India is entitled under the contract (Not withstanding and / or without prejudice to any other provisions in the contract agreement) in the event of:
- 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.
  - II. Failure by the contractor to pay President of India may amount due, either as agreed by the contractor or determined under any of the Clause/Conditions of the agreement, within 30 days of the service of notice to this effect by Engineer.
  - III. The contract being determined or rescinded under provision of the GCC, the Performance Guarantee shall be forfeited in full and shall not absolutely at the disposal of the President of India.

The contractor shall ensure that the concerned Banks renews the Deposit Receipts & Guarantee Bonds well in time as and when required.

## **5.5 DEFINITION APPLICABLE FOR THE PURPOSE OF HIRING**

- 5.5.1 The month shall be reckoned from first date on which the vehicle is put into the service and no deductions or additions will be made for number of days being more or less than 30 in a month (e. g. if the vehicle is put into service for the first time on 15<sup>th</sup> August, the month will be from 15<sup>th</sup> August to 14<sup>th</sup> September, 15<sup>th</sup> Sep to 14<sup>th</sup> October and so on).
- 5.5.2 Day means a calendar day starting from 00 hrs to 24 hrs.

5.5.3 One hour is of 60 minutes for the purpose of payment and a fraction up to 30 minutes shall not be taken into account and more than 30 minutes shall be considered as an hour.

## 5.6 RATES, PAYMENT AND PENALTY

5.6.1 The rates filled in the schedule shall be inclusive of all charges, taxes, duties, incidental charges, penalties etc. leviable by the State/Central Government and local bodies. The rates of hire are inclusive of road tax government levies and charges for inspection certificate as per statutory requirements for time to time. This is however, excluding Service Tax which would be reimbursed by DFCCIL based on actual tax paid, subject to submission of documentary evidences.

5.6.2 The rates are inclusive of all major/minor repairs, servicing of vehicles, cost of diesel, lubricants and other consumables as and when required for running of vehicles, salary, allowances and other benefits as admissible to driver from time to time.

5.6.3 No additional charges in any form except as stipulated specifically in various clauses of terms and conditions shall be admissible.

5.6.4 Payment of hiring charges will be made once in a month through cheque on submission of bill as per accepted rates and after the due verification of log books as necessary by the DFCCIL Official.

5.6.5 Running of kms shall be made as per rate quoted and accepted for item (2)(i) & (2)(ii) of the schedule. Similarly if the vehicle is used for more than 312 hrs. in a particular month, an extra payment of additional hours of use as per the rate quoted and accepted for item (3)(i) & (3)(ii) of schedule shall be made.

5.6.6 In case the driver, to make a night halt outside the place where the vehicle is based, the night allowance shall be payable @ Rs.200/- per night. However, the extra hours' payment as per item 5 of schedule will be made only upto the time when the vehicle is in use before the driver is permitted to take rest. In case of dispute in calculation, DFCCIL's decision shall be final.

5.6.7 Contractor shall ensure the punctually in booking and supply of the vehicle so that vehicle is made available every time to the officer in charge even at short notices failing which the penalty shall be imposed as per clause 5.6.12.

5.6.8 The driver has to be well conversant about West Bengal state road network and cities like Kolkata, Burdwan, Durgapur, Asansol etc. Driver must always carry his identity card and driving license with him.

5.6.9 If vehicle does not turn up on any day, penalty as specified in para.5.6.12 will be deducted from contractor bills in addition to above penalty, payment for that day will also not be released.

5.6.10 In the case of breakdown of the vehicle en-route during the course of operation, contractor has to provide substitute vehicle within the period of 02 hours plus reasonable running time from the garage of contractor to place of breakdown failing which a penalty at the rate specified in para. 5.6.12 shall be levied for the delay of each day, payment for days of non availability of vehicle will also not be released.

5.6.11 In the event of breakdown of the vehicle en-route responsibility of Transporting of vehicle to his destination shall rest with contractor.

- 5.6.12 If a vehicle is out of order or under scheduled maintenance, an alternative vehicle with same specification should be made available, failing which penalty of Rs. 1500/- (One thousand five hundred only) shall be levied for each day. In addition to above penalty,  
payment for days of non availability of vehicle will also not be released.
- 5.6.13 If contractor fails to provide the stipulated inspection vehicle or similar vehicle on a particular day and officer concerned in the exigency of work permit other four-wheeler then payment shall be made at 80% of the accepted rate.
- 5.6.14 Punctuality in attendance and disciplined behaviour is of utmost importance for the driver. In case the driver is not found to the satisfaction of DFCCIL's officers/Officials the same shall be changed by the contractor failing which a driver from the market would be arranged by the DFCCIL and double the stipulated salary shall be charged from the contractor.
- 5.6.15 During emergencies the driver shall report the duty within 45 minutes even during his off hours, on call, failing which a penalty of Rs. 200/- per fifteen minutes delay will be deducted from the bills.
- 5.6.16 Any officer nominated for the purpose shall inspect the vehicle engaged in service and in case of non-compliance of any of the condition, a penalty upto Rs. 200/- per case shall be imposed on defaulting contractor.
- 5.6.17 The rate quoted and accepted shall not be revised or altered during the currency of contract period except on account of variation in fuel, for which revision of rates will be done as per condition in subsequent para.
- 5.6.18 Rate offered will increase or decrease by Rs. 300/- per month for item No.(1) & (2)(a) & 2(b) and by Rs. 0.10 per km for item No.(3) & (4) for every increase /decrease of Rs. 1.00 per litre in the prices of **ordinary diesel**. The basic rate of Diesel for the purpose of above variation shall be taken the Diesel rates at Kolkata on the date of issue of acceptance letter.
- 5.6.19 Payment of vehicle will be made on Pro-rate basis if vehicle hired for less than a calendar month.

## 5.7.0 GENERAL

- 5.7.1 The contractor shall be liable to honour Central and State law, statutory rules, regulation, notification like Legislation, local self government/municipal requirements etc. and shall be solely responsible for any breach thereof. DFCCIL stands indemnified against any penalty/prosecutions consequent to the violations (deliberate or inadvertently) by the contractor or his employee/ representative etc. of such statutory provision in force.
- 5.7.2 The contractor shall at all times indemnify to the DFCCIL administration against all claims which may arise due to accident or otherwise under motor vehicle act or workman's compensation act or any other act or statute having bearing over the services and for engagement of workman, directly or indirectly for performance of work under the contract or due to the breach of the terms and conditions mentioned herein and owing to any sort of act of omission or commissions on the part of the contract during the currency of this contract.

- 5.7.3 That the contractor agrees to indemnify to the DFCCIL administration against all claims for compensation by on or behalf of driver employed by him in connection with the present contract for any injury or death by an accident under the Workmen's Compensation Act VIII of 1923 and the DFCCIL Administration will be entitled to deduct from any sum of money due or payable to the contractor for the amount of compensation thus payable under the terms of section - 12 of the said act together with all or any cost incurred by the DFCCIL administration in such connection and the contractor further agrees that the decision of the DFCCIL officer with respect to the amount of such indemnity shall be accepted by him finally.
- 5.7.4 DFCCIL in no case is responsible for any legal matter arising of any State/Central Government laws in matter of employment of the driver by owner of the vehicle or in respect of any other matter.
- 5.7.5 All other charges of Central Government State Government or any other authorities, if any are to be included by the tenderer in his BID.
- 5.7.6 The contractor shall indemnify the DFCCIL and its employee against any penalties, as Principal Employer, for any failure of the tender to honor various Central/State Government Laws/enactments. In case of any dispute regarding interpretation of any of the above quoted clauses, decision of the Chief Project Manager/DFCCIL/ Kolkata will be final and binding on the contract.

**SECTION 6****SCHEDULED OF APPROXIMATE QUANTITIES**

**Name of Work:- Hiring of 10 nos (TEN) diesel driven commercial Road vehicle of which 5 nos. (FIVE) SUV (Innova, Scorpio or similar type) & 5 nos. (Five) Non SUV (Bolero, Sumo Grande or similar type) for CPM/DFCCIL/Kolkata unit for 24 months.”**

<b>SN</b>	<b>Description of work</b>	<b>Qty</b>	<b>Units</b>	<b>Rate (Rs.)</b>	<b>Amount (Rs.)</b>
1.	Monthly charges for hiring of diesel driven Road, vehicle, SUV, (Innova, Scorpio or similar type) for 12 months and up to 2500 Kms per month and 312 hours per month. Rate includes fuel, all taxes, license fee, permit, driver's wages, repairs and maintenance except service tax, toll tax, parking charges etc.	5 (Five) nos. X 24 months	Per Vehicle Per month	Rs.59872 /- Per vehicle Per month	7184640.00
2(a)	Monthly charges for hiring of diesel driven Road, vehicle, NON-SUV, (Bolero, Sumo-grande or similar type) for 12 months and up to 2000 Kms per month and 312 hours per month. Rate includes fuel, all taxes, license fee, permit, driver's wages, repairs and maintenance except service tax, toll tax, parking charges etc.	4 (Four) nos. x 24 months	Per Vehicle Per month	Rs. 45606/-	4378176.00
2(b)	Monthly charges for hiring of diesel driven Road, vehicle, NON-SUV, (Bolero, Sumo-grande or similar type) for 12 months and up to 3500 Kms per month and 312 hours per month. Rate includes fuel, all taxes, license fee, permit, driver's wages, repairs and maintenance except service tax, toll tax, parking charges etc.	1(One) no.x24	Per Vehicle Per month	Rs.54021/-	1296504.00
3.	Extra charges for running of vehicle per Km. over item no. 1 (Max. 1000 Km /vehicle/month).	120000	Per Km.	Rs. 7.0/- Per Km.	840000.00
4.	Extra charges for running of vehicle per Km. over item no. 2(a) & (b) (Max. 1000 Km /vehicle/month).	120000	Per km.	Rs. 5.61/- per Km.	673200.00
5.	Rent of additional hours for vehicles hired under item no. 1& 2above 12 hours per day and accumulation of 312 hrs in a month	-----	Per Vehicle/ Hour	Rs.35/- Per Vehicle	-----
	<b>Total</b>				<b>14372520.00</b>
<b>Total : Rupees one crore Forty Three lakh Seventy Two thousand Five hundred Twenty only.</b>					

**RATE SHEET**

Approximate Cost of work: **Rs. 1,43,72,520/- (Rupees one crore Forty Three lakh Seventy Two thousand Five hundred Twenty only )**

**N. B. :-**

1. The bidder must quote their rate in terms of percentage above/below/at par on Schedule cost of work (i.e. **Rs. 1,43,72,520/-**)

**% age Above/Below/At par should be entered by the Bidder/Tenderer only for schedule-I in figures and words**

**Mention the rate below**

**Tick the applicable choice below**

**In Figures -----**

Above

At par

Below

**In Words -----**

Above

At par

Below

**Signature and seal of Tenderer**

**NOTE-**

- i) The Bidder/tenderer is required to quote the overall single percentage rate above/at par/or below.
- ii) The Bidder/tenderer quoting the rates for individual items will be disqualified.
- iii) The Bidder/tenderer is required to quote the rate in both words and figures. In case of discrepancy, rate quoted in words shall prevail.
- iv) The bidder must tick the applicable description of rate mentioned in the boxes i.e. "Above" or "At par" or "Below". If the bidder fails to select the appropriate box by default the quoted rate will be considered as "Below". (This stipulation will not be applicable if bidder quotes "At par" in rates columns).

## ANNEXURE - I

<b>TENDERER(S)'S GENERAL INFORMATION</b>		<b>PROOF ATTACHED AT PAGE</b>
1.Name of firm.		
2. Full name of Contractor/s:		
3. Year of Establishment.		
4. Registered Head Office:- Address:-		
5. Operation Address if different from above:		
6. Branch Office in India		
7. Constitution of firm give full details including name of Partners/ Executive/s power of Attorney holders etc.		
8. Particulars of Registration with Government Semi-Government Organization, Public sector under-taking and local bodies etc.		
9. Bank A/C No. of firm with RTGS code for electronic clearance of the payment.		
10. Telephone number		
11. E-mail address & Web Site		
12. Tele-fax Number		
13. ISO Certification, if any (If yes, please furnish details).		
14. Pan No:		
15. PF/EPF Registration No:		
16. Service Tax Registration No:		
1.The information furnished above shall be supported by authentic documents including registration number of the firm. 2.The copies of documents submitted shall be duly attested by a Gazetted Officer.		
Signature of the Tenderer/s:-		

**Details of Vehicles owned/under taking given**

<b>Sl. No.</b>	<b>Registration No.</b>	<b>Maker</b>	<b>Model</b>	<b>Owned or under taking</b>
01.				
02.				
03.				
04.				
05.				
06.				
07.				

It is certified that information given above is true to the best of my knowledge and nothing has been hidden/misrepresented.

Signature of Tenderer/s



**Self Certificate**

- a. I/We have downloaded the tender form from the internet site www.dfcc.in and www.dfccil.org. and I/We have not tampered/modified the tender documents in any manner. In case the same is found tampered/modified, I/We understand that my/our offer shall be summarily rejected and I/We are liable to be banned from doing business with the DFCCIL and/or prosecuted as per law.
  
- b. I/We are submitting a demand draft No..... dated ..... issued by .....for Rs. .... towards the cost of tender form.
  
- c. I/We certified that I/We are not black listed or debarred by DFCCIL or Railways or any order Ministry/Department of the Government of India/State Government from participation in tenders/contract on the date of opening of Tenders/Tenders.

Signature of the Tenderer/s:

**FORM OF AGREEMENT**

(To be executed on requisite value of stamp papers)

**AGREEMENT**

THIS AGREEMENT made on ----- day of -----(Month/year)between DFCCIL,acting through Chief Project Manager, DFCCIL, 18/N(Ground Floor), Block 'A', New Alipore, Kolkata – 700053.(herein after called the "DFCCIL" ) of the one part and (Name/address of the contractor) (herein after called the contractor) of the other part.

WHEREAS the DFCCIL is desirous that certain works should be executed by the Contractor viz. Contract No. ----- (hereafter called "the works", and has accepted a Bid by the Contractor for the execution of such works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meaning as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement:
  - a) Letter of Acceptance of Tender
  - b) Notice Inviting Tender
  - c) Instructions to the Tenderers
  - d) Conditions of the Contract
  - e) Schedule of approximate quantity
3. In consideration of the payments to be made by the DFCCIL to the contractor as hereinafter mentioned, the contractor hereby covenants with the DFCCIL to execute and complete the works and remedy any defects herein in conformity in all respects with the provisions of the Contract.
4. The DFCCIL hereby covenant to pay the Contractor in consideration of the execution and completion of the works and the remedying of defects therein the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement executed the day and year first before written

(Name,& address of the authorised signatory) ( Name of the authorised signatory  
on behalf of contractor) on behalf of DFCCIL)

Witness:

Witness:

1.

1.

2.

2.

Name and address of the witnesses to be indicated

**CERTIFICATE OF NO RELATIVE BEING AN EMPLOYEE OF DFCCIL**

I/WE THE UNDER SIGNED HEREBY SOLEMNLY DECLARE AND CERTIFY THAT I/WE DO NOT OUR RELATIVE/RELATIVES EMPLOYED IN THE DFCCIL EXCEPT THE NAMES MENTIONED HEREIN UNDER:

- 1.....
- 2.....
- 3.....
- AND SO ON.....

NOTE:- NAMES, DESIGNATION, NAME OF OFFICE, HEADQUARTERS OF THE TENDER(S)'S RELATIVE IN DFCCIL TO BE MENTIONED BY THE TENDER(S)/TENDERER(S)S IN 1,2,3 AND SO ON ABOVE.

SIGNATURE OF TENDERER(S)/TENDERER(S)'S

**Annexure – VI**

**Details of works completed in last three financial years including current financial year**

Sl. No.	Name of work	Acceptance letter no	Date of Acceptance letter	Organization for whom work is being done	Final cost of work	Date of commencement of work	Date of Actual completion of work	Certificate/ Credential available at page No	Remarks
1	2	3	4	5	6	7	8	9	10

**Note:-**  
 The tenderer/s must attach performance certificate issued by the organizations for whom the work was carried out.  
 The information furnished above shall be supported by authentic documents with page no mentioned clearly above. The copies of documents submitted should be duly attested by a gazetted officer.

Signature of the Tenderer/s:-

## Annexure – VII

<b>Details of works under progress in last three financial years including current financial year</b>									
Sl. No.	Name of work	Acceptance letter no	Date of Acceptance letter	Organization for whom work is being done	Final cost of work	Date of commencement of work	Date of Actual completion of work	Certificate/ Credential available at page No	Remarks
1	2	3	4	5	6	7	8	9	10

**Note:-**  
 The tenderer/s must attach performance certificate issued by the organizations for whom the work was carried out.  
 The information furnished above shall be supported by authentic documents with page no mentioned clearly above. The copies of documents submitted should be duly attested by a gazetted officer.

Signature of the Tenderer/s:-

**FORM OF IRREVOCABLE GUARANTEE BOND FOR PERFORMANCE GUARANTEE (PG)**

Bank Gaurentee No:-.....

Dated:-...../...../.....

To,  
Chief Project Manager;  
DFCCIL;  
18/N(Ground Floor),  
Block 'A', New Alipore,  
Kolkata – 700053.

Reference Contact No:- ....., awarded on .....

This deed of Guaranty made this day of ..... between ..... (name of bank) having registered office at .....and branch office at .....(hereinafter referred to as “Bank” ) of the one part and Dedicated Freight Corridor Corporation of India Limited (hereinafter called the Employer) of the other part.

Whereas Dedicated Freight Corridor Corporation of India Limited has awarded the contract no. .... for .....(hereinafter called “ the Contract”)To M/s .....its registered office at .....(hereinafter called “the Contractor”).

Whereas the contractor is bound by the said Contract to submit the Employer an irrevocable performance security guarantee bond for the total amount of Rs.....(Rs. in words).

Now, we the unsigned (Name of the Bank official), of the bank being fully authorized to sign and to incur obligation for and on behalf of the Bank hereby declare that the Bank will guarantee the Employer the full amount of Rs..... (Rs. in words) as stated above.

After the contractor has signed the aforesaid contract with the Employer, the Bank further agree and promise to pay the amount due and payable under this guarantee without any demure merely on a demand from the Employer stating that the amount claimed is due by way of loss or damage cause to or would be caused or suffered by the Employer by the reason of any breach by the said contractor failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due or payable by the Bank under this guarantee. However our liability under this guarantee shall be restricted to an amount not exceeding Rs. .... (in words) only.

We..... ( indicate the name of Bank), further under take to pay to the Employer any money so demanded notwithstanding any dispute or dispute raised by the contractor in any suit or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal.

The payment so made by us (name of Bank) under this bond shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

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 Employer 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 Employer certify that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor and accordingly discharges this guarantee.

(Continued from page 1, BG No. .... Dated .....

Notwithstanding 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 Employer or until (date of validity/extended validity) whichever is earlier and no claim shall be valid under the guarantee unless notice in writing thereof is given by the Employer within validity/extended validity period of guarantee from the date aforesaid.

Provided always that we..... (name of bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee from year to year before the expiry of the period or the extended period of guarantee, as the case may be on being called upon to do so by the Employer. If the guarantee is not renewed or the period extended on demand, we..... (name of the bank) shall pay the Employer the full amount of the guarantee on demand without demur.

We..... (indicate the name of Bank), to further agree with the Employer that the Employer shall have the fullest liberty without our consent and without effecting in any manner out of obligation 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 power exercisable by the Employer against the said contractor and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liabilities by reason of such variation, or extension being granted to the said contractor for any bearance act or omission on the part of the Employer or any indulgence by the Employer to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relieve us from the liability.

The Guarantee hereinbefore contained shall not be affected by any change in the constitution of Bank or of the Contractor.

The expressions “the Employer”, “the Bank” and “the Contractor” hereinbefore used shall include their respective successors and assigns.

We ..... (name of the bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

**Notwithstanding anything to the contrary contained hereinbefore:**

- i) Our liability under this Bank Guarantee shall not exceed and restricted to Rs. .... (in words)
- ii) This Bank Guarantee shall be valid up to ....., unless extended on demand by Employer.
- iii) The Bank is liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if Employer serve a written claim or demand on or before .....

IN WITNESS WHEREOF we of the Bank have signed and stamped this guarantee on this day of .....being herewith duly authorized.

Bank Seal

Signature of Bank Authorize Official with seal

Name.....

Designation:

Address:

Witness:

1. Name.....

Designation:

Address:

2. Name: .....

Designation:

Address :

**(END OF TENDER DOCUMENT)**