

**OPEN TENDER DOCUMENT**  
**OFFICE OF THE CHIEF MATERIAL MANAGER**  
**RAIL COACH FACTORY, ( KAPURTHALA )**

Tenderer's Name :  
 Address :  
 Tender Number : **3112140433**  
 Due Date : **09/03/2015 at 14:25 Hrs.**

Document Cost (Rs.): **1,500 \*** Earnest Money (Rs.): **99,100**

**\* Rs. 250 Extra , CD Cost (if applicable)**

**SCHEDULE OF REQUIREMENT**

TENDER NO. : **3112140433** TO BE RECEIVED AT **14:25** HRS. ON DATE **09/03/2015** IN THE TENDER  
 OPENING SECTION OF STORE BRANCH (PURCHASE SECTION) AT **RCF/KAPURTHALA**.

Sr No.	Description Drawing/Specification	PL Number	Required Quantity	Unit	FOR/ Destination Insp. Agency
1.	<b>LAYOUT OF NOTICES AND NUMBER PLATES FOR AC-3TIER SG WITH BRAILLE DISPLAY</b> AE64001 ALT a W/O ITEM NO. 10 TO 12 & 15 (FOLLOW ICF/MD/SPEC-253 REV.00,REF.MD22131 23.08.13 FOR ITEM 1,2,5 TO 9 & 13 AND FOLLOW MDTS156 REV. 05 FOR ITEM 3,4 & 14 ) Packing Instruction : <b>PI021</b>	30980963	<b>271.00</b> Two Hundred Seventy-One	SET	HSQ <b>BITES</b>

PI021 - **CARD BOARD BOXES**

**SPECIAL CONDITIONS ( if any ) :-**

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1. I) NO PRICE VARIATION CLAUSE HAS BEEN INCORPORATED BY RAILWAYS IN THE "SCHEDULE OF REQUIREMENT", TENDERERS MUST QUOTE ON FIXED PRICE BASIS ONLY. OFFERS FROM TENDERERS QUOTING WITH PRICE VARIATION CLAUSE IN SUCH CASES WILL BE SUMMARILY IGNORED".
2. THE BIDS RECEIVED WITHOUT TENDER COST SHALL BE SUMMARILY REJECTED. WHILE UPLOADING THE BIDS, TENDERERS ARE ADVISED TO SUBMIT COST OF TENDER ON-LINE THROUGH E-TRANSFERS (I.E. ON-LINE SUBMISSION OF TENDER COST). HOWEVER, IF TENDERERS OPT ANY MODE OTHER THAN ON-LINE SUBMISSION OF TENDER COST, THEY SHOULD INDICATE DEMAND DRAFT/PAY ORDER/CASH RECEIPT NOS. (REFERRED HEREAFTER AS "INSTRUMENTS"), DATE AND AMOUNT OF TENDER COST IN THEIR OFFER. ANY INSTRUMENTS PREPARED AFTER THE DATE OF TENDER OPENING WILL NOT BE CONSIDERED AS VALID COST OF TENDER DOCUMENTS. THE COST OF TENDER DOCUMENTS SHOULD BE RECEIVED IN THIS OFFICE PREFERABLY ON OR BEFORE THE DATE OF TENDER OPENING BUT NOT LATER THAN 7 DAYS FROM THE DATE OF TENDER OPENING. THIS PERIOD OF 7 DAYS IS SACROSANCT AND INSTRUMENT RECEIVED AFTER STIPULATED PERIOD OF 7 DAYS WILL NOT BE CONSIDERED

**SIGNATURE & ADDRESS OF TENDERER**

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PHONE NO. (s) :

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- VALID AND OFFER WILL BE SUMMARILY REJECTED. NO POST TENDER CORRESPONDENCE WILL BE MADE WITH THE FIRM FOR OBTAINING TENDER DOCUMENT COST. INSTRUMENTS SHOULD
3. TENDERERS SHOULD SUBMIT EMD IN TERMS OF CLAUSE NO 4.0 OF 'INSTRUCRIONS AND SPECIAL CONDITIONS OF TENDER'.
  4. SUCCESFUL BIDDERS MAY BE ASKED TO DEPOSIT SECURITY DEPOSIT IN TERMS OF CLAUSE 1.0, SECTION III OF INSTRUCTIONS AND SPECIAL CONDITIONS OF TENDER.
  5. ANY DISCOUNT OR FINANCIAL TERMS QUOTED IN TECHNOCOMMERCIAL PAGE OR REMARKS COLUMNS, WILL BE LIABLE TO BE IGNORED WITHOUT MAKING ANY REFERENCE TO THE TENDERER. IN CASE TENDERERS WISH TO QUOTE DIFFERENT RATES / DISCOUNTS FOR DIFFERENT QUANTITIES, THEY CAN SUBMIT ALTERNATE OFFERS INDICATING MINIMUM QUANTITY IN THE OFFERED QUANTITY FIELD.
  6. DELIVERY PERIOD : TO COMMENCE FROM IMMEDIATELY AND SUPPLY TO BE COMPLETED WITHIN TWO MONTHS.
  7. NO FORM C OR D WILL BE PROVIDED BY RAIL COACH FACTORY, KAPURTHALA. FIRMS ARE REQUESTED TO QUOTE RATE OF "SALE TAX/VAT WITHOUT FORM C OR FORM D"
  8. RAILWAY WILL RECOVER FROM THE CONTRACTOR AS AGREED LIQUIDATED DAMAGES AND NOT BY WAY OF PENALTY, A SUM EQUIVALENT TO 2% (TWO PERCENT) OF THE PRICE OF ANY STORES (INCLUDING ELEMENTS OF TAXES, DUTIES, FREIGHT ETC.) WHICH THE CONTRACTOR HAS FAILED TO DELIVER WITHIN THE PERIOD FIXED FOR DELIVERY IN THE CONTRACT OR AS EXTENDED FOR EACH MONTH OR PART OF A MONTH DURING WHICH THE DELIVERY OF SUCH STORES MAY BE IN ARREARS WHERE DELIVERY THEREOF IS ACCEPTED AFTER EXPIRY OF THE AFORESAID PERIOD, SUBJECT TO A MAXIMUM OF 10% (TEN PERCENT) OF VALUE OF DELAYED SUPPLIES.
  9. EVALUATION OF OFFERS : OFFERS WILL BE EVALUATED ITEMWISE FOR INTERSE RANKING.
  10. ELIGIBILITY CRITERIA :-
    - A) BULK ORDERS WILL BE PLACED ONLY ON THE MANUFACTURERS (OR AUTHORIZED AGENT OF MANUFACTURERS) AND WHO HAVE SUPPLIED SUCCESSFULLY SAME /SIMILAR ITEM (i.e. ANY SUB-ITEM OF TENDERED DESCRIPTION OF SETS ) TO RCF IN PAST.
    - B) DEVELOPMENT ORDER ON NEW FIRMS CAN BE PLACED UPTO 20% QUANTITY BASED ON ASSESSMENT OF FOLLOWING:-
      - THE PERFORMANCE STATEMENT OF THE FIRM FOR THE LAST 3 YEARS FOR SUPPLY OF SIMILAR ITEMS TO RCF OR SAME/SIMILAR ITEMS TO OTHER RAILWAYS/PRODUCTION UNITS AND FINANCIAL CAPABILITY. THE ONUS OF SUBMISSION OF CERTIFICATE RELATED TO SUCCESSFUL SUPPLY OF MATERIAL OVER THE PRECEDING THREE YEARS TO ANY ZONAL RLY/PU LIES WITH TENDERERS ONLY. NON-SUBMISSION OF SUCH DOCUMENTS SHALL BE TAKEN AS NOT HAVING SUCH PERFORMANCE AND THEIR OFFER SHALL BE CONSIDERED FURTHER AS PER EXTANT RULES.
- OR
- THE LIST OF PLANT AND MACHINERY RELEVANT TO MANUFACTURE OF THE TENDERED ITEMS AND FINANCIAL CAPABILITY. WHEREVER NECESSARY CAPABILITY/CAPACITY WILL BE ASSESSED BY R

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11. **INSPECTION : BY M/S. RITES AT MANUFACTURER'S PREMISES.**
12. **CONSIDERATION OF OFFERS OF INDIAN AGENT :-  
 ONE AGENT CANNOT REPRESENT TWO SUPPLIERS OR QUOTE ON THEIR BEHALF IN A PARTICULAR TENDER. OFFERS OF SUCH AGENTS SHALL BE IGNORED.**
13. **VALIDITY OF OFFER :-  
 TENDERER/S ARE REQUIRED TO SUBMIT THEIR OFFER WITH REQUISITE VALIDITY AS ASKED IN THE TENDER I.E. 90 DAYS WHATEVER IS APPLICABLE/REQUIRED. IF TENDERER/S DO NOT QUOTE WITH THE REQUISITE VALIDITY, THEIR OFFER IS LIABLE TO BE IGNORED.**
14. **QUANTITY OPTION CLAUSE :-  
 THE PURCHASER RESERVES THE RIGHT TO INCREASE OR DECREASE THE ORDERED QUANTITY BY A QUANTITY NOT EXCEEDING 30% OF THE ORDERED/TENDERED QUANTITY (WHICH IS LOWER) ON THE SAME PRICE AND TERMS AND CONDITIONS DURING THE CURRENCY OF THE CONTRACT SUCH THAT THE CONTRACTOR HAS REASONABLE TIME/NOTICE FOR EXECUTING SUCH INCREASE/DECREASE. HOWEVER, (+) 30% OPTION CLAUSE CAN BE EXERCISED EVEN IF THE ORIGINAL ORDER QUANTITY IS COMPLETED BEFORE THE LAST DATE OF DELIVERY PERIOD, STIPULATED IN THE PURCHASE ORDER. ANY INCREASE OF QUANTITY UNDER OPTION CLAUSE AFTER EXPIRY OF DELIVERY PERIOD CAN BE CONSIDERED WITH THE CONSENT OF THE FIRM/CONTRACTOR.**

**II - Quantity Distribution:-**

(i) The purchaser reserves the right to distribute the procurable quantity on one or more of the eligible tenderers. Zone of consideration of such eligible tenderers will be the right of the Purchaser.

(ii) Whenever such distribution/Splitting of the tendered/procurable quantity is made, the quantity distribution will depend ( in an inverse manner ) upon the differential of rates quoted by the tenderers (other aspects i.e., adequate capacity-cum-capability, satisfactory past performance of the tenderers, Outstanding orders load for the Railway making the procurement, quoted delivery schedule vis-à-vis the delivery schedule incorporated in the tender enquiry etc. being same/similar in the manner detailed in the table below.

Price differential between L-1 and L-2	Quantity distribution ratio between L1 & L2
Upto 3%	60:40
More than 3% and upto 5	65:35
More than 5%	At least 65% on the L1 tenderer. For the quantity to be ordered on the L2 tenderer, TC/TAA should decide keeping in view conditions laid down in paras (iii) and (iv) below

If splitting of quantity is required to be done by ordering on tenderers higher than the L2 tenderer, then the quantity distribution proportion amongst the tenderers will be decided by transparent/logical/equity based extrapolation of the model as indicated in Para above.

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The purchaser reserves the right to counter offer the lowest acceptable rate for bulk ordering to the higher tenderer(s). In the event of rejection of such counter offer(s), the purchaser will reserve their right to decide on the quantity distribution ratio/proportion.

(iii) The rate of the highest eligible tenderer within the zone of consideration has to be per-se, reasonable to the purchaser.

(iv) In case of inadequate capacity-cum-capability, dissatisfactory past performance, large quantity of outstanding orders (liquidation of which will take very long time) etc. the Purchaser shall have the right to distribute the procurable quantity amongst tenderers with due consideration to these constraints and in such a manner as would ensure timely supply of materials in requisite quantity to meet the needs of operation, maintenance, safety etc. of the Railways regardless of inter-se ranking of tenderers.

( Other terms and conditions as per Annexure- A to Annexure- C and IRS conditions of contract. )

**Quote Form to be filled by Tenderer**

Due Date : **09/03/2015** Earnest Money (Rs.): **99,100** Closing Hours : **14:25**

Sr No.	Description Drawing/Specification	PL Number	Required Quantity	Unit	Offered Quantity	Rate (in Figures & Words)
1.	LAYOUT OF NOTICES AND NUMBER PLATES FOR AC-3TIER SG WITH BRAILLE DISPLAY AE64001 ALT a W/O ITEM NO. 10 TO 12 & 15 (FOLLOW ICF/MD/SPEC-253 REV.00,REF.MD22131 23.08.13 FOR ITEM 1,2,5 TO 9 & 13 AND FOLLOW MDTS156 REV. 05 FOR ITEM 3,4 & 14 ) Packing Instruction : PI021	30980963	271	SET		

**(Please quote Rate only in the Unit specified)**

Tenderers are required to return the quotation form and other tender documents duly stamped & signed as a token of acceptance of the tender conditions, failing which the offer is liable to be ignored.

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**Quotation Form to be filled by Tenderer**

**TERMS AND CONDITIONS :** (To be filled in the space indicated below)

1. FOR (Item to be delivered free upto ) : \_\_\_\_\_
2. Packing Charges if any (%) : \_\_\_\_\_
3. Rate of EXCISE DUTY to be charged extra (%) : \_\_\_\_\_  
 (Please see clause 7 of instruction to tenderers before quoting EXCISE DUTY)
4. Rate of Sales tax/VAT to be charged : \_\_\_\_\_
5. Forwarding Charges if any (%) : \_\_\_\_\_
6. Freight upto destination if charged extra : \_\_\_\_\_
7. Cost of Spares if any : \_\_\_\_\_
8. Other Charges if any : \_\_\_\_\_
9. Total Landed Rate inclusive of all charges( Please give Item wise )  
 ITEM at Sr No. 1 : \_\_\_\_\_  
 ITEM at Sr No. 2 : \_\_\_\_\_
- 10.(a) Discount if any (%) : \_\_\_\_\_  
 (b) Entry Tax if any (%) : \_\_\_\_\_
11. Net Rate including Discount ( Please give Item wise )  
 ITEM at Sr No. 1 : \_\_\_\_\_  
 ITEM at Sr No. 2 : \_\_\_\_\_
12. Installation & Commissioning Charges : \_\_\_\_\_
13. Mode of Despatch : BY RAIL/ROAD/AIR/SHIP/OTHERS (Pl.specify)
14. Validity of Offer (Please specify Date) : \_\_\_\_\_
15. Inspection ( Please see the schedule of : \_\_\_\_\_  
 requirement before quoting )
16. Payment Terms (Please specify ) :

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Consignee. note issued	a) 95% payment against Proof of Despatch and inspection certificate and Balance 5% after receipt & acceptance of material by b) However 100% payment against receipt  by Consignee will be applicable if inspection is carried out by consignee himself at destination.
17. Delivery Period (Please see the delivery schedule as per the schedule of requirement before quoting Delivery Period )	: _____
18. Any Other Special Condition:	_____
19. Total Rate inclusive of Special Condition (Please give Item wise ) ITEM at Sr No. 1	: _____
20. Please quote your <b>Excise Control Code No.</b>	: _____
21. Registration Details of Firm Registration with RCF/ ICF/ Other Railways/ NSIC/ DGS&D/	_____
Registration No. & Date ( Current and valid copy of registration certificate to be enclosed )	: _____
22. Validity of Registration	: _____
23. Documents furnished ( Pls. specify )	
a)	_____
b)	_____
c)	_____
d)	_____
24. Bank Account No.	_____
Name of the Bank	_____
Branch Code No.	_____
City	_____
25. For release of payment through ECS/EFT following details are to be furnished -	

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**POH U ; c c s c c c c c ; c c c c / Quotation Form to be filled by Tenderer**

- a) Tenderer to give consent in a mandate form for receipt of payment through ECS/EFT.
- b) Tenderer to provide the details of Bank A/c in line with RBI guidelines for the same. These details will include Bank Name, Branch Name and address, Account type, Bank A/c No. and Bank Branch code as appearing in MICR cheque issued by bank.
- c) Tenderer to attach certificate from their bank certifying the correctness of all above mentioned information (as mentioned in Para (b) above)
- d) In case of non-payment through ECS/EFT or where ECS/EFT facility is not available, payment will be released through cheque.

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