

## NORTHEAST FRONTIER RAILWAY

To  
 The President of India  
 Acting through the Controller of Stores  
 Northeast Frontier Railway,  
 Maligaon, Guwahati-781011

**Part:-B TO BE COMPLETED BY THE TENDERER**

Your tender No.....Date of opening.....

Quotation No.....Date .....

Against the above Tender, we offer as follows:-

- 1.(a) Whether the offer is for material exactly  
 to the tender description/specification  
 mentioned in para 1 of part-A  
 (write Yes or No.)
- (b) If not, write full description including specification/drawing No. etc. of the  
 material offered.
- (c) Make/Brand of material offered.....
2. Quantity offered.....Unit.....
- 3.(a) Rate per Unit (in fig).....
- (b) Rate per Unit (in words).....
- (c) Excise Duty-Applicable/Not Applicable,  
 Included in Rate/will be claimed extra.  
 Current Rate.....uncharged (if any .....
- (d) Sales Tax:- Applicable/Not Applicable  
 Included in Rate/will be charged extra  
 Current Rate.....
- (e) Price is Firm.....
- 4.(a) Delivery offered.  
 (i) Mode.....(ii) Place.....
- (iii) Freight paid/To pay .....upto destination.
- (b) Delivery period.....

Cont.....

5.Payment terms .....

.....

6.(a) Material will be supplied duly packed in.....  
containing.....qty.net,each,fit for transit by Rail/Road.

(b) Net weight of each unit/container .....Kg .....

7. Whether sample (where demanded) has been enclosed/Submitted. Yes/No.

8. Performance Statement/Current ITCC/Questionnaires enclosed.

9.(a) Rs.....deposited as Earnest money vide.....  
.....

(b) We agree to deposit Security Deposit if our is accepted .....

10. Other terms & conditions (if any).....  
.....

11. We agree to abide by IRS conditions of contract as amended from time to time.

12. We are registered with N.F.Rly/Other Rlys/NSIC etc. for supply/manufacture of the tendered item as follows:-

Registering body	Registration No.	Valid upto	Monetary limit

Authorised Signatory      Signature .....

Name (Capital letters) .....

Capacity .....

Tendering Firm      Name.....

Address .....

GRAM.....TELEX .....PHONE.....

Nature of ownership: proprietary, Partnership public/private Ltd.,Govt. undertaking.

Note:- Delete the words not applicable.

SPECIAL INSTRUCTION TO TENDERERS  
PARTS 'A'

1. Performance statement on the proforma given on reverse of Part-B must be enclosed. This is required even from tenderers who have been supplying the tendered item to N.F.Railway successfully in the past. Performance statement does not necessarily mean particulars of supply of the tendered item only to N.F.Railway. In addition it may include particulars of supply to other Railways/Production units, and/or other Govt. Departments and/or public sector undertakings and/or large Public Limited Companies: having an annual turnover of Rs 10 crores, in that order what is required is a list of orders executed successfully during last 2/3 years. If such a list is very large, please furnish a list of at least 8 latest such orders above Rs. 1 lakh each. You may also enclose a list of high value order under execution. In the description, column, please do not forget to indicate specification/drawing reference, with year/alteration number etc. In support, you may also enclose photo copies of Purchase orders/Inspection Notes/Receipt Notes etc. Failure to enclose the performance statement or to indicate all relevant information on the performance statement (even if enclosed) may result in your offer being ignored/passed over due to lack of credentials, alongwith other factors( in any). Please also note that information furnished in the performance statement is liable to be crosschecked with the concerned purchasing authority. If any such information is found to be wrong, not only the offer of such tenderer is lable to be ignored/passed over but business dealing with such tenderer may also be suspended by N.F.Railways and other Railways/production units.
2. Firm not registered for supply/manufacture of the tendered item with this Railway or with NSIC should deposit Earnest money to the extent of 2% of the Gross tender value as per their offer or the amount indicated whichever is higher in the prescribed form before the date and time of opening of the tender and enclose cash receipt, Bank Draft or any other proof of having done so along with their tender. Firms registered for the tendered item with this Railway or with NISC are also required to deposit Earnest Money if the total Tender value (including/ED/ST) exceeds the monetary limit of their registration. In that case Earnest Money will be 2% of the amount by which the tender value exceeds the monetary limit of their registration. If E.M. so calculated happens to be less than Rs.100/- the same need not be deposited. The amount of E.M.should be rounded off to be next Hundred Rupees.
3. In case delivery period for supply offered extends beyond six months, and/or you offer to supply in instalments, Please indicate the following:-
  - (a) Minimum Quantity per installment.
  - (b) Period within which first installment will be supplied
  - (c) Periodicity of installment
  - (d) Total period within which full offered quantity will be supplied.

Please note that you should allow adequate time for per-inspection by RITES/RDSO/DOL etc. while indicating the delivery period wherever such pre-inspection is required and agreed to by you. Please also note that if your offer is accepted for a lesser quantity than offered, the delivery period will be reduced suitably in terms of your installment schedule.

4. Please Indicate Clearly:-

Basic Rate/or EXCISE Duty etc. must be indicated after taking into account benefits under MODVAT SCHEME. Any extra benefit under MODVAT SCHEME which becomes due to the supplier should be passed on to the purchaser.

5. In case rates offered are not firm, Please enclose details of Price Variation as per para-3 of the questionnair (Form No. COS/NSF/92) enclosed.

6. Tenderer may make alternative offer for free delivery of the materials to the respective consignee by road transport in case of non availability of Railway Booking by Goods Train. In such case, Rail freight by Goods Train on freight prepaid basis will be reimbursed, and advance payment which would have become due against Bill supported by R/R and inspection certificate will be made against Bill supported by consignee's Receipt certificate and inspection certificate.

No advance payment will be made against Road Transportation goods receipt.

7. Tenderer is required to enclose the questionnair form (No. COS/NSF/92) duly filled up and signed, alongwith his quotation.

8. In case, the tenderer proposes to give one or more counter offers, in addition to the offer materials as per tendered description/specification, separate tender should be given for each counter offer. For this purpose the tenderer may get Photostat copies of Annexure-A (tender scheduled) made at his end. Both sides of Annexure –A should be copied on the same sheet of paper (Front and Reverse) and not on separate sheets. All such counter offer must be signed by the authorized signatory of the tenderer.

**5**  
**PART-B**

1. Only offer from manufacturers of the tendered product, approved by/registered with the specified organizations from the following will be accepted.  
  
(i) RDSO      (ii) DLW      (iii) CLW      (iv) ICF      (v) NSIC (vi) Khadi & village Industries Commission (viii) Director of Industries of respective state.
  2. Offers of product manufactured by RDSO approved firms from authorized stockists of such manufacturer will be considered.
  3. Offers for materials covered under ISI Certification mark Scheme. (a) only will be considered (b) will be given preference. Such offers preferably be from the manufacture of the product.
  4. Material is subject to inspection by :-  
  
(i) RITES before delivery/dispatch.  
(ii) RDSO before delivery/dispatch.  
(iii) Consignee/indentor (or his authorized representative) after receipt by the Interim consignee or by the ultimate consignee in case there is no interim consignee.  
(iv) DOI before delivery/dispatch.  
(v) DOI MET before delivery/dispatch.  
(vi) Consignee/Indentor (or his authorized representative) before dispatch/delivery.  
(vii) Materials will be accepted by the consignee only after it has been tested and passed by CMT/NBQ or his authorized representative.
- In all the above cases, it should be clearly understood that ultimate consignees/reserve the right of rejection of material even if inspected and passed by RDSO/RITES/DOI etc. or interim consignee etc. earlier.
5. Delivery should be made by Road Transport only to (i) Ultimate Consignees (ii) Depot at Dibrugarh/Pandu (Guwahati)/New Bongaigaon/New Jalpaiguri/Katihar/Beliaghata (Calcutta). Offers for delivery on F.O.R. station of dispatch or F.O.R. destination basis will not be considered. Transit Insurance should be done by the supplier at his cost.
  6. 100% Payment will be made against receipt & acceptance of the material by the interim consignee or by the ultimate consignee in case there is no interim consignee.

## PERFORMANCE STATEMENT

[illegible]

Ultimate consignee in case there is no interim consignee.

Questionnaire in respect of Tender No .....

Date of opening .....

In order to eliminate correspondence in setting of Tenders and past contract disputes to maximum possible extent, tenderer is requested to enclose one copy of this questionnaire with yes/no answer in the answer column against each query/subquery, alongwith his quotation. Failure to enclose this form may result in his offer being ignored/passed over.

Sl.No	Query	Answer
1.	Has performance statement been enclosed?	
2.	Has Current & valid ITCC been enclosed?	
3.	<p>In case price variation has been demanded, have the Following specified unambiguously ?</p> <p>(a) Formula for linking basic price of finished material With price of inputs.</p> <p>(b) Name of specific inputs with price of which price of finished material will be linked.</p> <p>(c) Name of Authority which fixes price of such inputs.</p> <p>(d) Reference to announcement/circular etc. of such Authority, fixing price of input based on which price of finished material has been quoted .</p> <p>(e) Present price of such inputs in terms of announcement /circular etc. referred to in (d)</p>	
4.	<p>Are you registered for manufacture/supply of the tendered item with ( please also indicate monetary limit if registered).</p> <p>(a) This Railway ?</p> <p>(b) Any other Railway/Production unit ?</p> <p>(c) DGS &amp; D ?</p> <p>(d) Director of Industries of your State ?</p> <p>(e) NSIC ?</p> <p>(f) Any other Govt. dept/Undertaking ?</p> <p>(g) If answer to any of the above is yes, have you Indicated your registration number?</p> <p>(h) Have you enclosed Photostat copy of your Registration with NSIC if registered?</p>	

Sl.No.	Query	Answer
	<p>5. (a) If in terms of the tender condition you required to deposit Earnest Money in prescribed form have you done so ?</p> <p>(b) If not, have you explained reasons for not depositing EM?</p> <p>(c ) In case your offer is accepted, calling upon you to deposit Security Deposit in prescribed form, will you be willing to do so?</p> <p>(d) If not, have you explained reasons for the same and offered alternative in lieu of Security Deposit ?</p>	
	6. Have you clearly indicated the validity period of your offer.	
	7. Have you clearly indicated that you agree for Pre-inspection of material as per the Tender conditions or your alternative inspection terms ?	
	8. Have you enclosed sent sample of your offer whenever the same was, called?	
	9. In case your offer is not exactly as per tendered Description/Specification/Drawing etc. have you indicated clear and complete description/specification/drawing number etc. of your offer ?	
	10. In case the specification/drawing number given in the tender, does not indicate the year or Amendment number/Alteration number or provides for different types grades/varieties etc. of material, which has not been stated, have you clearly indicated the Alteration number of the drawing and/or year and amendment number of the specification and or variety/grade/type etc. of material offered by you.	
	11. Do you agree to supply the material at quoted rate/terms & conditions even if your offer is accepted for a part quantity.	

**Signature of Tender**