

EXPRESSION OF INTEREST (EOI)

No. Sr.CDO/GHY/EOI/2023/01

Date: 24.03.2023

For & on behalf of the President of India, Senior Coaching Depot Officer, Coach Maintenance Depot Guwahati, Northeast Frontier Railway, invites Expression of Interest (EOI) from technically experienced in similar nature works and financially sound Public/Private individual/Firms/Companies for the work of "Provision of On Board Housekeeping Services in trains primarily maintained at Guwahati/Kamakhya Coaching Depot".

Cost of Tender Documents (in Rupees)	Date and time of closing of tender box	Date and time of opening the tender box	Validity of offer
2000.00	24.04.2023 at 13.00 hrs	24.04.2023 at 15.00 hrs	120 days

Definition of similar nature work: "OBHS or CTS or Mechanized coach cleaning contracts in Railways or AC coach attendant services in trains or mechanized cleaning in Central & State Government installations or four or five star hotels".

Work experience certificate from private individual shall not be accepted. Certificate from public listed company/private company/Trusts having annual turnover of Rs 500 crore and above subject to the same being issued from their Head office by a person of the company duly enclosing his authorisation by the Management for issuing such credentials.

A certificate must be submitted along with the offer stating that all the statements / documents submitted along with the offer are true and factual. Non submission of this affidavit shall result in summary rejection of the offer.

Place of opening the tender box: - Office of the Sr. Coaching Depot Officer, Coach Maintenance Depot, Guwahati. Tender Documents (non transferable) can be obtained during the period from 10:00 hours of 03.04.2023 to 12:00 hours of 24.04.2023 on any working days from the office of Sr. CDO, Coach Maintenance Depot, Guwahati at K.C. Sen Road, Paltanbazar, Guwahati-781008 on payment of requisite cost of tender documents (non refundable) in cash. Tender document is also available on N. F. Railway's Website www.nfr.indianrailways.gov.in. In case the tender documents are downloaded from the website, the tender must be accompanied with the requisite cost of the tender documents in demand draft drawn in favour of FA & CAO, N. F. Railway, Maligaon. Otherwise, the tender will be summarily rejected. However, Railway will not be responsible for any delay/difficulties/inaccessibility in downloading tender documents from the website for any reason whatsoever. In case of any discrepancy between the tender documents downloaded from the Internet and the master copy available in offices as mentioned above, the later shall prevail and will be binding on the tenderer(s). No claim on this account will be entertained.

However, registered MSEs in terms of Ministry of MSMEs notification No. 503 are exempted from cost of tender document on submission of documentary proof thereof.

Filled up & sealed tender documents shall be deposited up to 13.00 Hrs on tender closing date 24.04.2023 at the office of the Sr. CDO, Coach Maintenance Depot, Guwahati at K.C. Sen Road, Paltanbazar, Guwahati-781008. Filled up and sealed tender documents can also be sent by registered post/speed post, under acknowledgement, addressed to Sr. CDO, Coach Maintenance Depot, Guwahati at K.C. Sen Road, Paltanbazar, Guwahati-781008. However, Railway shall not be responsible for any delay in receipt, if it is deposited after due date and time. The tenders received as above will be opened in the office of Sr. CDO, Coach Maintenance Depot, Guwahati at K.C. Sen Road, Paltanbazar, Guwahati-781008 at 15.00 hrs on 24.04.2023. In case the date of opening happens to be a BANDH or Holiday, the tender will be opened at the same time on the following working day.

The offers are being invited to shortlist individuals / firms / companies for executing works through Limited Tenders / Quotations.

Right to include or exclude any individual / firm / company at any stage lies with Railways Authority.

Sr. Coaching Depot Officer,

N.F. Railway, Guwahati

For and on behalf of President of India

CONDITIONS OF REGISTRATION

1. The procedure / objective of registration of approved lists, there likely use for inviting limited tenders have been described hereinabove in this Registration Document. The contractor applying for registration is deemed to have completely understood the procedures and the intent of the NFR in this regard after seeking the necessary clarifications form the concerned office of the NFR as provided hereinbefore in this Registration Document. The application for registration is, therefore, deemed to have been submitted after a complete understanding of the terms and condition for registration of Contractors on NFR.
2. The enlistment of a Contractor in one or more Approved Lists will be at the sole discretion of the NFR and the applicant contractor is not entitled to question his or any other contractor's inclusion/exclusion from the Approved Lists under any work category or contractors, nor will the NFR be required in any manner whatsoever to inform the applicant contractor the Railway's reasons for inclusion/exclusion of his or any other contractor's name from any of the Approved Lists.
3. The NFR is entitled at the sole discretion to modify (including enlargement/ cancellation of) the approved lists from time to time and the applicant contractor is not entitled to question his or any other contractor's inclusion/deletion in the Approved Lists under any work category of contractors, nor will the NFR be required in any manner whatsoever to inform the applicant contractor the Railway's reasons for the modifications of the Approved Lists.
4. The applicant contractor is deemed to have submitted complete and accurate information, required for considering his application for registration. The NFR reserves the right to verify, in any manner at its sole discretion the accuracy of the information furnished by the applicant contractor. It is understood and the applicant contractor agrees that any time before or after the approved lists are formed, if any of the information submitted with the application for registration is found to have been knowingly submitted in an incorrect manner (including suppression of information relevant to the registration process) apart from excluding / deleting the defaulting applicant contractor's name from the Approved Lists, the NFR and other organizations under the Indian Railways will be entitled to suspend business with the defaulting contractor without giving any show cause or any other notice in this behalf.
5. It is understood and agreed by the applicant contractor that the Approved Lists including the process for their formation being only for the official use of the NFR shall be considered as the confidential record of the NFR and the applicant contractor shall not have any request or access to these documents and the contents thereof.
6. It is understood and agreed by the applicant contractor that submission of the application for registration does not confer on him any right in regard to award of contracts, except for being considered for enlistment in the Approved Lists and entitled to submit his bids and when specifically called upon to do so.
7. For registration in the approved list, the contractor shall furnish a non-refundable fee of 15,000/- (Rupees fifteen thousand), 20,000/- (Rupees Twenty thousand) and 30,000/- (Rupees Thirty thousand) for registration under Category 'C', 'B' and 'A', respectively.
8. An annual fee of 2,000/- shall be charged from registered contractors to cover the cost of sending notices to them and clerkage for tenders, etc.

INFORMATION ABOUT APPLICANT CONTRACTOR

1. The applicant should ensure that all the information adequate to clearly establish his experience and current capacity for being enlisted for the different categories of work as sought for under the application is furnished in full detail. It may be noted that the concerned office of the NFR does not have any obligation to seek clarifications on the information furnished with the application for registration. If the information furnished is incomplete or inadequate, the registration will be processed by the NFR on the basis of the information available with the NFR and no plea of the applicant contractor on this account will be entertained.
2. Submission of complete and accurate information is the responsibility of the contractor applying for registration. The NFR reserves the right to verify, in any manner at its sole discretion, the accuracy of the information furnished by the applicant contractor and also ask for the original documents for verification of the applicant contractor's claims. If it is revealed before or after the forming of the Approved Lists that an applicant contractor had knowingly submitted incorrect information (including suppression of information relevant to the registration process), apart from excluding/deleting the defaulting applicant contractor's name from the Approved Lists, the NFR and other organizations under the Indian Railways will be entitled to suspend business with the defaulting contractor without giving any show cause or any other notice in this behalf.
3. It would be advantageous if the statements made regarding the past experience, equipment manpower, resources and financial position, etc. are supported by certificates / testimonials given by the concerned agencies competent to issue such certificates / testimonials.
4. Although the applicant contractor is free to adopt his own form for submitting the information, he may at his own option furnish the information in the forms (Annexure-A to Annexure-F) enclosed with this part. The particulars furnished by the applicant contractor shall cover at least the elements of information identified in each of the above mentioned Annexures. It would be also useful if the information is submitted in the form of Annexure, each of the Annexures generally giving the information for the area generally classified in the forms of Annexure enclosed with the Registration Document. It is also necessary that on each of such Annexures, a certificate is recorded by the applicant contractor to the effect that the information furnished in the concerned Annexure is also to the best of his knowledge. An index listing all the Annexures enclosed with the application for registration may be enclosed.
5. The contractor shall submit the application for enlistment in the form of a bound booklet of A4 size. The pages in the Applicant Booklet should be serially numbered and each page shall be signed by the Contractor along with the impression of the firm's stamp.

STANDARD FORM OF APPLICATION

PARTICULARS OF APPLICANT CONTRACTOR

NAME :

ADDRESS :

PHONE NO. :

CONSTITUTION : Proprietorship/ Partnership/ Private Limited/ Public Limited/ Others (Please specify)

Date of constitution in present form :

Stamp & Signature of Bidder

PAST EXPERIENCE

Sl. No.	Name of Work	Name of employer with address	Contract value	Date of commencement	Date of completion		Final Value of completed work/Payment recieved
					Original	Actual	

NOTES :

- (i) The information may be given in regard to works completed/in progress in the preceding 3 years and current year.
- (ii) Supporting documents/certificates from the organizations for whom the contractor has worked should be enclosed. The authorized signatory of the organization should sign the certificates submitted by the contractor(s).
Work experience certificate from private individual shall not be accepted. Certificate from public listed company/private company/Trusts having annual turnover of Rs 500 crore and above subject to the same being issued from their Head office by a person of the company duly enclosing his authorization by the Management for issuing such credentials.

LIST OF PLANT & MACHINERY AND EQUIPMENT

Sl. No.	Description	Quantity	Age

LIST OF TECHNICAL STAFF

Sl. No.	Name	Qualification	Experience

FINANCIAL POSITION

(Must be furnished by the applicant along with application)

- (a) Copies of audited annual financial reports for the preceding 3 years.
- (b) Any other document in support of financial standing.

FORMAT FOR CERTIFICATE TO BE SUBMITTED BY CONTRACTOR

I (Name and designation)** appointed as the attorney / authorized signatory of the applicant contractor, M/s..... (herein after called the applicant contractor) for the purpose of Expression of Interest (EOI) no. **Sr.CDO/GHY/EOI/2023/01** dated **24.03.2023**. of *Northeast Frontier Railway* , do hereby solemnly affirm and state on the behalf of the applicant contractor including its constituents as under:

1. I/we the applicant contractor (s) am/are signing this document after carefully reading the contents.
2. I/we declare and verify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the past experience and financial position.
3. I/we declare that the information and documents submitted along with the application by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.
4. I/we certify that I/we the applicant contractor(s) is/are not blacklisted or debarred by Railways or any other Ministry/Department of Govt. of India from participation in tender on date of submission of Expression of Interest, either in individual capacity or as a HUF/ member of the partnership firm/LLP/JV/Society/Trust.
5. I/We do hereby declare that none of our contract in Lumding Division of Northeast Frontier Railway has been terminated under clause 7.4 of General Conditions of Contract for Railways for Services in the previous two years from the date of submission of this bid. I/We also hereby declare that in none of my/our contract in Lumding Division of Northeast Frontier Railway total penalty imposed is equivalent to maximum permissible penalty specified in the respective contracts.
6. I/we hereby declare that I/we have not been penalized for violation of Labour Laws within the previous two years from the date of submission of bid by the appropriate enforcing agency like the Labour Commissioner etc.
7. I/we understand that if the contents of the certificates submitted by us are found to be forged/false or incorrect at any time during process for evaluation of Expression of Interest, it shall lead to banning of business for a period of upto five years. Further, I/we (*insert name of the applicant*)** and all my/our constituents understand that my/our application shall be summarily rejected.
8. I/we also understand that if the contents of the certificate submitted by are found to be false /forged or incorrect at any time after inclusion in the approved list or award of any contract on the basis of selection in the Approved List, it will lead to removal from the Approved List /termination of the contract, along with forfeiture Performance Guarantee besides any other action provided in the contract including banning of business for a period of upto five years.

9. I/we have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/we are not from such a country or, if from such a country, have been registered with the Competent Authority. I/we hereby certify that I/we fulfill all the requirements in this regard and am /are eligible to be considered (evidence of valid registration by the Competent Authority is enclosed)

SEAL AND SIGNATURE
OF THE TENDERER

Place:

Dated:

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

(This certificate is to be given by attorney / authorized signatory/ each member of Partnership firm/ Joint Venture (JV)/ Hindu Undivided Family (HUF)/ Limited Liability Partnership (LLP) etc.)

I/ We (Name), attorney/ authorized signatory of the (constituent firm/ constituent partner) and member / partner of the (tendering firm) hereby solemnly affirm and state as under:

1. I/ we certify that (constituent firm/ constituent partner) is/ are not blacklisted or debarred by Railways or any other Ministry/ Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm/ LLP/ JV/ Society/ Trust.
2. I/ we have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am /we are not from such a country or, if from such a country, have been registered with the competent authority. I/we hereby certify that I/we fulfill all the requirements in this regard and am / are eligible to be considered (evidence of valid registration by the competent authority is enclosed),

SEAL AND SIGNATURE

OF THE CONSTITUENT FIRM/ CONSTITUENT PARTNER

Place:

Dated: