

EXPRESSION OF INTEREST FOR EMPANELMENT OF DESIGN & PROOF CONSULTANTS FOR RAILWAY BRIDGES & STRUCTURES.

**PRE-QUALIFICATION ENQUIRYDOCUMENT
QUESTIONNAIRE & EVALUATIONCRITERIA**

FOR

**Structural Design & Proof consultant for various
categories of Railway Bridges and structures**

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EXPRESSION OF INTEREST FOR EMPANELMENT OF DESIGN & PROOF CONSULTANTS FOR RAILWAY BRIDGES & STRUCTURES.

1. INTRODUCTION

- 1.1 West central Railway construction organization intends to shortlist Detailed Design & Proof check consultants for preparing a standard panel of approved consultants of repute to engage them for specialized design job on need basis.
- 1.2 Consultants will be short-listed for following categories of works: Structural design and proof checking of railway bridges, FOBs/ROBs, Tunnels etc. of:
 - (i) Steel/Composite (Steel+Concrete) Superstructure
 - (ii) PSC/RCC Super Structure
 - (iii) Substructure/Foundation of any type
- 1.3 The panel of respective category shall normally remain valid for 2 years from the date of empanelment extendable up to one year at discretion of Railways if felt necessary. Addition/deletion in the list can be done by railways once in a year. Deletion of consultant from panel shall be done on the basis of bad performance report from the client.
- 1.4 Consultants shortlisted for pre-qualification may not necessarily be hired by construction organization of west central Railway assigning job to any of shortlisted consultants will be purely on discretion of Railways. Mere empanelment does not guarantee job to any consultant neither Railway is bond to do so.
- 1.5 Interested consultants may apply for pre-qualification individually or as joint ventures, partnerships or consortia (groups). However, they will not be permitted to tender for the same contract as an individual or individual firm and at the same time as part of a joint venture, partnership or consortium. Also any firm can participate or become member of only one consortium/joint venture/partnership.
- 1.6 Applicants for pre-qualification should note that this Pre-Qualification Enquiry and Questionnaire is intended to provide consultants with preliminary information. The information contained herein shall not in anyway be constructed as binding on Construction Organization of West Central Railway.
- 1.7 Applicants are advised that selection of consultants shall be entirely at the discretion of

Construction organization of West Central Railways. Applicants are deemed to have understood and agreed that no explanation or justification of any aspect of the pre-qualification process will be given and that Railway's pre-qualification decisions are without any right of appeal whatsoever.

- 1.8 All costs incurred by an applicant for pre-qualification shall be borne by the applicant, construction organization of west central Railway, are entirely without liability for such costs on other parties.
- 1.9 Railway reserves the right not to proceed with the pre-qualification procedure at any time without notice or liability.
- 1.10 All documents and other information's supplied by Railways or submitted by an applicant shall remain or become the property of West central Railways. Applicants are to treat all information as strictly confidential. Construction Organization of West Central Railways will not return any pre-qualification submission except the original documents, if any.
- 1.11 Construction organization of West Central Railway will notify successful applicants of the result of pre-qualification. However, pre-qualification of applicant does not make binding on Construction Organization of West central Railways that they must be awarded a contract. They will have to participate in tenders and same will be decided on its merits.
- 1.12 Construction Organization of West central railway will scrutinize the designs/drawing presented by consultant and will give the final approval.
- 1.13 Same consultant shall not be the proof checker of their own design.
- 1.14 Foreign firm shall be considered for empanelment only when the firm has representative office in India.

1.15 The Tenderer/Firm should be registered with Municipal Corporation/State Govt./PSU for Civil Engineering Design & Drawing work.

2.0 SCOPE OF WORK

2.1 The Scope of Work for the Design Consultants :

- 2.1.1 Conduct Design Alternatives on the conceptual design/GAD using principles of cost effective design.
- 2.1.2 Prepare a design basis note prior to start the actual design as per prevailing IRS/IS/IRC Codes.
- 2.1.2 Wherever codal provisions are not available consultant shall use sound engineering practices and provide the complete logic for using the practice.
- 2.1.3 Perform detailed designs of structures (Superstructure, substructure, foundation, expansion joints, bearing & Seismic restrainers etc).as per scope of work given in work orders.
- 2.1.4 Prepare the detailed design document which can be easily understood by the approving authority i.e. Construction organization of West Central Railway.
- 2.1.5 Incorporate changes advised by proof consultant/construction organization of West Central Railway design cell.
- 2.1.6 Plan, design, detail, control, co-ordinate, and execute the design phase of the Works for production of drawings, documents and reports to meet the key schedule date included in the Agreement and as directed by Railway.
- 2.1.7 Attend all meetings and prepare, distribute and maintain all meeting minutes, reports, notes, correspondence and other documents of whatever nature required during the course of the work.
- 2.1.8 Proof checking of designs and drawings shall be done by proof consultant selected by Railway.
- 2.1.9 Engage a qualified design team for engineering services during the construction stage to review contractor's bar bending schedules, shop and working drawings for the Works for compliance with the design requirements and contract documents; to prepare supplement reports, calculations, recommendations, etc. or modify existing drawings as necessary to incorporate site requirements and unforeseen conditions.
- 2.1.10 Providing solutions to the various problems during construction stage as raised by the field engineers.
- 2.1.11 The design calculations to be submitted to the Railway for approval shall be in any of the following format: -
 - 1 Design done manually supported by the step by step detailed structural calculations.
 - 2 Alternatively design may be submitted in the form of computer input file/data along with calculations accompanied with soft copy.

2.1.12 Design documents shall be submitted to Railways along with checklist (can be modified if required) placed as **Annexure- 11**

Special Conditions:

1. Standard of loading to which designs are to be proof checked is 25 ton axle load unless otherwise specified by Railways.
2. The Design consultant shall take utmost care to provide economical design for various components of bridge duly keeping in view.
 - 2.1 The requirement as per various codes and standard practices.
 - 2.2 Feasibility of construction under traffic where ever required.
 - 2.3 Maintainability sufficiently in detail to the satisfaction of Railways.
3. In case of any difference of opinion on any technical or other aspect relating to work between design and proof consultant the decision of Railways shall be final and binding on the consultant.
4. All designs & drawings being carried out under this contract shall be property of West Central Railway who shall have exclusive right.
5. Approval of initial design note of Design consultant suggesting modification and implementation of corrections wherever required.
6. All documents and drawings should be signed by Design consultant.
7. In event of any dispute or difference relating to interpretation and application of provisions of this contract, such disputes shall be mutually discussed and settled with Dy.CE(C). In case no settlement is arrived at, the decision of Chief Engineer (Construction), West Central Railway shall be final and binding.

2.2 The Scope of Work for the Proof Consultants:

- 2.2.1 Construction organization of West central Railway will provide GAD and structural drawings submitted by design consultant. Proof consultant will be required to thoroughly examine the drawings for following:-
 - 1.1 Compliance with approved GAD.
 - 1.2 Provisions of latest IRS/IS/IRC codes guidelines.
 - 1.3 Geotechnical investigation report.
 - 1.4 Workability/feasibility, safety and economy of design proposed by design consultant.
- 2.2.2 In case of any discrepancies the drawings should be returned with detailed observations supported with rules/clauses violated etc.
- 2.2.3 Proof consultant shall submit their independent design calculations to support their recommendations.
- 2.2.4 Proof consultant will forward their recommendations to Construction organization of West Central Railways along with checklist(tentative can be modified if required). Placed at **Annexure-12**
- 2.2.5 In case of any difference of opinion on any technical or other aspect relating to work between design and proof consultant the decision of railway authority shall be final and binding on the consultant.

Special Conditions:

1. Standard of loading to which designs are to be proof checked is 25 ton axle load unless otherwise specified by Railways.
2. In case of any difference of opinion on any technical or other aspect relating to work between design and proof consultant the decision of Railways shall be final and binding on the consultant.
3. Same consultant shall not be the proof checker for their own design.
4. Proof consultant will check the design independently on the basis of GAD and structural drawing submitted by the design consultant and provide the detailed calculation sheet and offer his comments on the quality of the design submitted by design consultant and also offer the comments on the economy, safety of design and suitability of design. Proof consultant will communicate only with the concerned field Dy.CE/C. Proof consultant will not directly enter into any correspondence with Design consultant. After the suggested modifications/corrections agreed by concerned field Dy.CE/C or his representative the same will be communicated to Designer by Railways. The corrected/modified design & drawings resubmitted by designer will again to be scrutinized by proof consultant before making final recommendation for their approval by Railways
5. All documents and drawings should be signed by proof consultant.
6. After satisfying the various codal provisions/specification/Railways guidelines, requirements and necessary correction/modification suggested(if any) are incorporated in design; the proof check tenderer will recommend the approval of design & drawings with following certificate: -
 - a. "Contents have been checked from page No.____to Page No.____ . The Design is safe, sound, economical & fit for execution.
 - b. Loadings taken for designs are as per latest relevant IRS, IS & IRC, Codes and other Railways specifications.
 - c. In all members stresses are within permissible limits specified by relevant codes.
 - d. Detailed structural drawings are in confirmation with design & approved GAD".
7. In event of any dispute or difference relating to interpretation and application of provisions of this contract, such disputes shall be mutually discussed and settled with Dy.CE(C). In case no settlement is arrived at, the decision of Chief Engineer (Construction), West Central Railway shall be final and binding.

Schedule of Payments for Design & Proof consultants: -

Payment shall be made for the work done against work orders issued from time to time.

3.0 EVALUATION CRITERIA

3.1 Introduction

The Evaluation Criteria is prepared for evaluating the Applicants for their suitability to perform the Detailed Design/Proof checking for structural design of railway bridges, Road over Bridges/Foot over Bridges etc.

ASSESSMENT SCORING SHEET(TABLE-1)

Indicating weightage to different attributes.

Topic No.	ASSESSMENT TOPIC	MAX. POINTS	WEIGHTAGE	TOTAL	MAX. SCORE
A	FINANCIAL STANDING				
T1	Financial	3	10	30	30
B	Technical & Organizational Capability				
T2	Academic Qualifications	3	20	60	195
T3	Technical Staff Numbers	3	10	30	
T4	Experience of project leader	3	25	75	
T5	Design Facilities	3	10	30	
C	Experience Record				
T6	Length of time in Business	3	5	15	75
T7	Relevant Design Experience	3	20	60	
	Total Max. Possible Score				300

The Points Scored will be based on score table.

Minimum of 60% score of the aggregate will be “Qualifying” score for Empanelment, subjected to other mandatory conditions are fulfilled.

3.2. Basis for Weightage

The weighting has been determined by the importance of the Topic. The weighting is graded between 5 and 25, depending on the relative importance of the assessment topic.

3.3. Basis for Awarding Points

The purpose of the points system is to be able to put the Applicants into a “pecking order” of capability. Therefore whilst there may be some subjective consideration as to what constitutes the award of points, as much as possible criteria for awarding points has been laid down based the response of the Applicant to the Questionnaire. It must be appreciated that the answer to some Topics are a Yes or No answer, with only 3 points or 0 points awarded is:

BASIS OF AWARDING POINTS(TABLE-2)

<u>Topic number</u>	<u>Description</u>	<u>Category 1 (Railway bridges) & category 4(ROB)</u>		<u>Category 2(Tunnel)</u>		<u>Category 3(FOB & Sheds)</u>	
		<u>Range</u>	<u>Marks</u>	<u>Range</u>	<u>Marks</u>	<u>Range</u>	<u>Marks</u>
T1	Financial(average annual turnover of past three financial years)	<8Lakhs	0	<10Lakhs	0	<8Lakhs	0
		8L-15L	1	10L-20L	1	8L-15L	1
		16L-25L	2	20L-30L	2	16L-25L	2
		>25Lakh	3	>30Lakh	3	>25Lakh	3
T2	★ Academic qualification Of key staff	< 2 Graduates	0	< 2 Graduates	0	< 1 Graduate	0
		2 Graduates	1	2 Graduates	1	1 Graduate	1
		1 PG+ 2 Graduates	2	1 PG+ 2 Graduates	2	1 PG+ 1 Graduate	2
		1 PHD+ 3 Graduates	3	1 PHD+ 3 Graduates	3	1 PHD+ 2 Graduates	3
T3	Technical staff numbers(number of technical staff)	<2 number	0	<2 number	0	<1 number	0
		2 number	1	2 number	1	1 number	1
		3 number	2	3 number	2	2 number	2
		>3	3	>3	3	>2	3
T4	★★ Experience of project leader	No experience	0	No experience	0	No experience	0
		1-3	1	1	1	2	1
		4-5	2	2	2	3-5	2
		>5	3	≥3	3	>5	3
T5	Design facilities	Work station<2	0	Work station<2	0	Work station<2	0
		Work station =2	1	Work station =2	1	Work station =2	1
		Work station =3	2	Work station =3	2	Work station =3	2
		Work station>3	3	Work station>3	3	Work station>3	3
T6	Length of existence of the firm	<3 years	0	<3 years	0	<3 years	0
		3 - 5 years	1	3 - 5 years	1	3 - 5 years	1
		6 - 7years	2	6 - 7 years	2	6 - 7 years	2
		>7 years	3	>7 years	3	>7 years	3
T7	★★ Relevant design experience of firm in respective categories	No experience	0	No experience	0	No experience	0
		1-5	1	1	1	1-4	1
		6-10	2	2	2	5-8	2
		> 10 number	3	≥ 3 number	3	> 8 number	3

★For academic qualification T2:

- Graduate = Civil engineering graduate.
- PG= Post graduate in Civil engineering.
- PHD= Doctorate in civil engineering.

★★For T4 & T7

For project leader/firm, details of desired minimum experience **of number of designs successfully done and approved by concerned department in past 5years(up to 31.10.19)** for various categories should be for below mentioned jobs only:-

- Category-1 experience of detailed structural design of major/important railway bridges having span more than or equal to 12.2m.
- Category-2 experience of detailed structural design of tunnels having minimum length of more than or equal to 50meters.
- Category-3 experience of detailed structural design of steel FOB's having span 18m or above/ industrial sheds of span equal to or more than 10m.
- Category-4 experience of detailed structural design of Road Over Bridges for railways/highways or any highway/ roadway bridge having span more than or equal to 12m.

3.4 Evaluation by Railways:-

Railway's Evaluation Team will go through the document of each applicant for respective category and prepare the evaluation sheet and award the scores. The team will use their judgment in case of subjective aspects while awarding the scores.

Evaluation of Pre-Qualification Applications Pro- forma Evaluation Sheet(TABLE-3)

Name of Applicant: Category Applied for:.....

TOPIC NO.	ASSESSMENT TOPIC	POINTS	WEIGHTAGE	SCORE
A	FINANCIAL STANDING			
T1	Financial		10	
B	Technical & Organizational Capability			
T2	Academic Qualifications		20	
T3	Technical Staff Numbers		10	
T4	Experience of project leader		25	
T5	Design Facilities		10	
C	Experience Record			
T6	Length of time in Business		5	
T7	Relevant Design Experience		20	
	TOTAL		100	
	GRAND TOTAL			

COMMENT ON EVALUATION:

- 1. Has the Applicant scored 60% or more in the aggregate? YES/NO**
- 2. Only if the Applicant has a YES to Question 1 will his name be added to the "Ranking List".**

4.0 PREQUALIFICATION APPLICATION

- 4.1 Applicants for pre-qualification are required to submit the associated information as hereinwith Pro-Forma letter of application.
- 4.2 Applications for pre-qualification must be submitted by hand or by registered post so as to reach the office of the “Deputy Chief Engineer Construction II Bhopal, Construction Complex, Habibganj” before due date **The onus of ensuring this lies with prospective applicant. Late or delayed applications will not be considered for Pre-qualification.**
- 4.3 Submissions shall be attested documents all addressed to the at the address shown below:
**“Chief Engineer Construction II, West central Railway
Office of the Deputy Chief Engineer Construction II/BPL,
Construction complex, Habibganj
Bhopal – 462016.”**
All envelopes shall be titled **“APPLICATION FOR PRE-QUALIFICATION FOR
STRUCTURAL DESIGN/PROOF CONSULTANTS (as applicable) FOR
CATEGORY I/II/III/IV(as applicable) OF RAILWAY BRIDGES AND STRUCTURES”** and clearly marked in English as:
Name of Applicant
Contract Number
Address:
- 4.4 Information supplied by a applicant (or other constituent member if the applicant is a joint venture) must be relevant to the applicant or constituent member named in the application. Invitation to tender documents will only be issued to consultants or groups whose identity and/or constitution is identical to that at pre-qualification.
- 4.5 Applicants will not be requested to provide additional information or material subsequent to the date of submission, and such material if submitted can be disregarded. However Railway may verify or seek clarification on documents submitted.
- 4.6 All documents submitted by applicants shall be in the Hindi/English Language. Submitted documents will not be returned except the original documents.
- 4.7 Applicant are requested to submit the Curriculum Vitae(C.V) showing the details of the Design Assistant as **Annexure-8**
- 4.8 Application should accompany nonrefundable **application fee of RS.10,000/-** for each category in the form of Demand Draft/Banker’s Cheque/Cash money Receipt in issued in favour of Dy.FA CAO/BPL.
- 4.9 **Applicant can apply for more than one category for which separate application & application fee will be required.**

PRO-FORMA LETTER OF APPLICATION (on Firm's Letter Head)

**Office of the Chief Engineer Construction-II,
West Central Railway,
Jabalpur**

(Applicant to provide date and reference)

SUBJECT: APPLICATION FOR PRE-QUALIFICATION FOR STRUCTURAL DESIGN/ PROOF CONSULTANT FOR VARIOUS CATEGORIES OF RAILWAY BRIDGES AND STRUCTURES.

Dear Sir,

We hereby make application for pre-qualification as Consultant for the Structural Design/proof checking of various types of railway bridges. In support of the application we submit herewith the required mandatory documents.

This application is submitted on behalf of a Proprietor/joint venture/Partnership/consortium firm (applicant to strike off those not applicable) comprising.....(applicant to state the names of each member).....and of which.....(applicant to insert name of leading member of joint venture/partnership/consortium) has agreed to act as leader

Yours faithfully

.....(Signature)

Name of

Signatory.....

Capacity of Signatory.....

Name and address of applicant (or of leader if applicant is a group)

Check List of Mandatory Documents to be submitted with Application

Before submitting the tender document, please ensure that following necessary formalities are completed for consideration of offer. Please also ensure that all necessary documents are submitted after signature by you or your authorized representative on each page:

SN	Particulars	Relevant Annexure
I	General	
a	Application Fee in the form of Demand Draft/Banker's Cheque/Cash money Receipt in favour of DY.FA/CAO/BPL	NA
b	Attested copy of Registration of Firm.	NA
c	Particulars and Mandate form	Annexure-1
II	Financial	
a	<u>Financial Eligibility Criteria</u> (for average annual turnover past 3 financial years.): - Contractual Turnover to assess Financial Eligibility of Tenderer duly certified by chartered accountant.	Annexure-2
b	Affidavit by Tenderer for Authenticity of Documents regarding Fulfillment of Minimum Eligibility Criteria.	Annexure-3
III	Technical	
a	Details of technical staff.	Annexure-4
b	Work experience of firm.	Annexure-5
c	Work experience of project leader.	Annexure-6
d	List of work Stations with the firm/applicant.	Annexure-7
e	CV of Technical Staff.	Annexure-8
IV	Constitution of Firms	
A	In case of Sole Proprietorship Concern	
(i)	Affidavit certifying the Sole Proprietorship of the Firm. This affidavit can be notarized.	Annexure-9
B	In case of a "Partnership Firm / Concern"	
(i)	Copy of Power of Attorney (duly Registered as per prevailing law) in favour of an individual to sign the tender documents and create liability against the Firm. Alternatively, Authorization given in Partnership Deed or Notarized Power of Attorney shall also be accepted.	Annexure-10

Particulars and Mandate Form

1	Full Name of Consultancy Firm / Company/	
2	Constitution of the Consultancy Firm/ Concern whether Sole Prop./ Partnership Firm/	
3	Year of Formation / Incorporation	
4	PAN No	
5	Registered Head Office Postal Address Telephone Nos. with STD No Fax, Email, Mobile	
6	Branch Office Address Telephone Nos. with STD No Fax, Email, Mobile	
7	Address on which correspondence regarding this tender should be done Telephone Nos. with STD No Fax, Email, Mobile	
8	Constitution of Firm (give full details including names of Partners/Executives/ Power of Attorney holders, etc.)	
9	Particulars of Registration with Government/ Semi-Govt. Organization, Public Sector, Undertaking & Local Bodies etc.	
Particulars of Bank Account		
A	Bank Name	
B	Branch	
C	Bank Address	
D	Bank Tel No	
E	Bank Fax No	
F	Bank MICR Code (9digit)	
G	Bank IFSC Code	
H	Bank Account No	
I	Account Type: Savings/Current/Cash Credit Ledger F/No	

Contractual Turnover Certificate
(On the Letter Head of Chartered Accountant)

Sub: - Contractual receipts of M/s (Name of firm)_____

It is to certify that contractual receipts of M/s _____ (Name of firm)-
during preceding three financial years as extracted from audited balance sheets are as under :-

SN	Financial year	Contractual Receipts (inRs.)	Average annual turnover of the Contractual Receipts received from Works during preceding three Financial Years
1	2	3	4
1	Y-1 (18-19)		
2	Y-2 (17-18)		
3	Y-3 (16-17)		

Date: _____ (Name & Sign of Authorized Signatory)

Seal of Chartered Accountant Firm

Registration No:-
E-Mail:-
Phone:-
FAX:-

Format For Affidavit To Be submitted By Applicant Along with The Documents For Authenticity Of Documents Regarding Fulfillment of Eligibility Criteria

(To be executed in presence of Public Notary on non-judicial stamp paper of the value of Rs. 100/-.

*The stamp paper has to be in the name of the Applicant)***

I..... (Name and designation) ** appointed as the attorney/ authorized signatory of the tenderer (including its constituents),

M/s..... (hereinafter called the applicant) for the purpose of the documents for the work of... ..

..... As per the tender No..... of West Central Railway I, do hereby solemnly affirm and state on the behalf of the tenderer including its constituents as under :

1. I/we the applicant(s), am/are signing this document after carefully reading the contents.

I/We the applicant(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.

2. I/we hereby declare that I/we have downloaded the documents from WCR website. I/we have verified the content of the document from the website and there is no addition, no deletion or no alteration to the content of the document. In case of any discrepancy noticed at any stage i.e. evaluation of empanelment, the master copy available with the railway Administration shall be final and binding upon me/us.

3. I/we declare and certify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.

4. **I/we also understand that my/our empanelment will be evaluated based on the documents/credentials submitted and same shall be binding upon me/us.**

5. **I/we declare that the information and documents submitted by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by me/us.**

6. I/We certify that no any other sister firm have same proprietor. or

I/We certify that no any other partner of this firm has to participate either in his individual capacity or as a partner of any other firm in the same.

7. I/we undersigned declare that if the certificates regarding eligibility criteria submitted by me/us are found to be forged/false or incorrect at any time during process for evaluation of empanelment, it shall lead to besides banning of business for five year on entire Indian Railways (IR). Further, I/we (*insert name of the tenderer*)** ----- and all my/our constituents understand that my/our empanelment shall be **Summarily Rejected.**

8. I/we also understand that if the certificate submitted by us are found to be false/forged or incorrect at any time after the Empanelment, it will lead to termination of the Empanelment, besides any other action provided in the empanelment including banning of business for five year on entire Indian Railways.

DEPONENT
SEAL AND SIGNATURE
OF THE CONSULTANT/FIRM

Details of technical staff to be employed:

s.no.	Name of Technical staff	Qualification(only PHD/PG/Graduate/Diploma in Civil engineering	Remarks
			Attested copy of Degree should be attached

- Indicate who will be the project leader
- please enclose C.V. of staff in Annexure-8

Date:-----

Signature of Tenderer/s with seal

WORK EXPERIENCE OF APPLICANT FIRM

Design work completed in the last five years(up to 31.10.19) by the firm, in support of eligibility criteria.

Serial no.	Project title/description	Location	Name of client	Clients address	Details of work done e.g. span/type of bridges/length of tunnel	Whether the work mentioned is approved/ accepted by client

Date:-----

Signature of Applicant firm

WORK EXPERIENCE OF PROJECT LEADER

NAME OF Project leader:

Design work completed in the last five years(up to 31.10.19) by the firm, in support of eligibility criteria.

Serial no.	Project title/description	Location	Name of client	Clients address	Details of work done e.g. span/type of bridges/length of tunnel	Whether the work mentioned is approved/ accepted by client

Date:-----

Signature of Applicant firm

List of work stations owned by Applicant firm

Sr. No.	Particulars of Machinery	No. of Unit	Kind and make	Age & Condition
1	2	3	4	5

Date:-----

Signature of Applicant firm

Curriculum Vitae of Technical Staff

Name:

Mail ID:

Educational Qualification:

Work Experience:

Computers Skills:

Personal information:

Name:

Permanent Address:

Contact number:

Declaration

I hereby declare that above information is true to the best of my knowledge. I confirm to render my services for railway assignments through the firm/consultant (name of applicant firm.....).

Place:

Yours Faithfully

Date:

(Name & Signature of technical staff)

Affidavit
(For sole proprietorship firm)

I,(Indicate Name) S/o Proprietor of M/s..... (Indicate Name – Proprietary firm) situated at do hereby solemnly affirm & declare as under:-

1. That I am the “**Sole Proprietor**” of the firm working in the name & style of M/s..... (Indicate Name – Proprietary firm) at

Deponent

Signature and Seal

VERIFICATION

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

Deponent

Signature and Seal

Place :-

Date :-

Note:- The stamp duty shall be governed by the provision of the Law relating to stamp in force in that State at the time when such AFFIDAVIT is being executed. Affidavit shall be affirmed before the Notary Public.

**Special Power of Attorney
(For Sole Proprietor Firm Only)**

BE IT KNOWN to all that I Sole Proprietor of the firm having its registered office at do hereby, for and on behalf of the said firm appoint Shri..... (name& designation) Special Attorney of the said firm and authorize the said Shri..... (name) whose specimen signature are appended below, to do all or any of the following acts deeds and/or things on behalf of the said firm and to represent the firm in respect for the tender No..... (Name of work)..... invited by West Central Railway.

1. To appear before office of West Central Railway related to the process of tendering for the above said tender.
2. To procure/download the tender documents for the above said tender.
3. To digitally sign the above said tender document and for uploading the offer on www.ireps.gov.in for the said Tender.
4. To attend meetings and submit clarifications including negotiations, if any, called by West Central Railway.

I have read the content of this Special Power of Attorney & accept the same and I hereby agree to ratify & confirm & do hereby ratify & confirm all acts, deeds & things lawfully done or caused to be done by our said Attorney.

I further state that if my offer for the above said tender is accepted then, for day to day execution of work and contract agreement a separate Power of Attorney will be submitted.

(Signature of Sri.....)

(Name & signature of sole proprietor)

Dated

Place

(Seal of Firm)

Note:- The stamp duty shall be governed by the provision of the Law relating to stamp in force in that State at the time when such Power of Attorney is being executed. Power of Attorney shall be duly attested by Notary Public.

Check List For Design consultant

Name of unit: -Dy. Chief Engineer (Const.).....

Description of structure:-

General Arrangement Drawing No: _

S.No.	Items	Yes/No/Details
1	Whether Design has been carried out as per approved GAD.PI mention deviation if any.	
2	Mention IRS/ IRC/ IS codes considered for design	
3	Seismic Zone considered.	
4.	Wind Zone considered.	
5.	Whether Design has been done considering approved Soil investigation report.	
6.	In case of open/Raft foundation, Whether SBC and Base pressure mentioned in structural drawing.	
7	In case of Pile foundation, Whether safe load carrying capacity of pile and maximum design load for Pile is mentioned in drawing.	
8.	Whether Stress Sheet enclosed to check stresses are within permissible limits.	
9.	Whether dimensions and reinforcement details mentioned in structural drawings have been tallied with design.	
10.	Whether for earth retaining structures, Angle of internal friction (Φ) for backfill material has been considered as per approved GAD and same is mentioned in structural drawings also.	

Certified that the above items have been checked and design/drawing can be forwarded to Proof check consultant.

Date:-

Seal and Signature of Design consultant

Check List For Proof Consultant

Name of unit: -Dy. Chief Engineer (Const.).....

Description of structure: -

General Arrangement Drawing No:-

S.No.	Items	Yes/No/Details
1	Design has been carried out as per approved GAD.PI mention deviation if any.	
2.	Loading taken for designs are as per relevant IRC,IRS,IS codes.	
3.	It has been verified that stresses are within permissible limits.	
4.	Verified that dimensions and reinforcement details mentioned in structural drawings are tallied with design.	
5	The design is safe for execution.	

Certified that the above items have been checked and design/drawing can be forwarded for approval.

Date:-

Signature of Proof check consultant