

**NOTICE INVITING REGISTRATION FOR ENROLMENT IN  
APPROVED LIST OF CONTRACTORS UNDER CLASS-‘A’ CATEGORY OVER  
SOUTH EASTERN RAILWAY (OPEN LINE)**

**NOTICE NO.:SER/OL/REGN. IN APPD. LIST/A/2014**

1. Sealed applications are invited from individuals/firms for enrollment of their names in the list of Approved Contractors of South Eastern Railway, Hd. Quarter under Class-‘A’ category in for the following discipline of works:-

<b>Class</b>	<b>Value of work for which the contractor will be entitled to quote in tenders</b>	<b>Discipline of works</b>
‘A’	More than Rs.1 crore and upto Rs.5 crore.	i) <b>P.Way:</b> All track works (viz. track renewal deep screening etc.).
		ii) <b>Structures:</b> All Civil Engg. Structures/sheds (concrete/steel) and road works, buildings, FOB etc.
		iii) <b>Bridges:</b> All bridge works (concrete/steel), ROB, Subway etc.
		iv) <b>Ballast:</b> Supply of Ballast.

2. Interested individuals/firms should apply for specific discipline of works (contractors may seek registration for every discipline to which they desire enlistment, separately) as indicated above and should submit the necessary documents along with duly filling the prescribed format with each of their applications.

**3. Eligibility criteria for enlistment of contractors:**

- i) They should have an engineering organization with at least a graduate engineer having a minimum of 10 years experience plus an engineering diploma holder having a minimum of 5 years experience in relevant discipline and should maintain a minimum compliment of transport equipments and construction tools and plants commensurate with the nature of works being done by them.
- ii) At the time of enlistment, they should have satisfactorily executed at least two Civil Engineering works, each individually costing not less than Rs.1 crore.
- iii) During the last 3 financial years, they should have received contractual payments of at least Rs.5 crore.

**NOTE for para 3 above:**

- 4 (a) Notwithstanding the Eligibility Criteria being satisfied, Railway reserves the right to **reject/accept** the application after considering the various circumstances of the individual case.

- (b) Certificates for work(s) executed in India with Central Government/ State Governments of India and Central/ State Government Public Sector Undertakings and Authorities of India shall only be considered. Certificates from private individuals for whom such works are executed/ being executed shall not be accepted.

Firms should submit clear certificate(s) issued by an officer of the rank not below Dy. Chief Engineer/ Sr. Divisional Engineer in Railways ; by Executive Engineer / Superintending Engineer of State Govt.; by Additional General Manager / General Manager or equivalent rank in charge of work in PSU's / Authorities for works executed under them. Separate certificate should be submitted for every single similar work. Certificates must also contain name, postal address & Telephone / Fax no. of issuing authority.

- (c) Onus of producing the acceptable/sufficient documentary proof lies with the firms and it should be enclosed along with the application.
- (d) Firms must submit the completion certificate of the works claiming in fulfilling the above eligibility criteria. For the purpose of submission of completion certificates, firms must adhere to the guidelines.

(e) **Completion Certificate:**

- (i) Similar nature of work physically completed within the **qualifying period**, i.e. the last three financial years and current financial year (even though the work might have commenced before the qualifying period) should **only** be considered in evaluating the eligibility criteria.
- (ii) The total value of similar nature of work completed during the qualifying period and not the payments received within qualifying period alone, should be considered.
- (iii) In case, the final bill of similar nature of work has not been passed and final measurements have not been recorded, the paid amount including statutory deductions is to be considered. If final measurements have been recorded and work has been completed with negative variation, then also the paid amount including statutory deduction is to be considered. However, if final measurements have been recorded and work has been completed with positive variation but variation has not been sanctioned, original agreement value or last sanctioned agreement value whichever is lower should be considered for judging eligibility.

5. For registration in the Approved list, the contractor/firm should furnish a non-refundable fee of Rs.30,000/- along with the application for registration in each discipline in the form (Allocation 93652-00 ) as mentioned below:

The contractor/firm may deposit the fee in Cash either with Divisional Cashier/S.E. Rly./Garden Reach, Kolkata-700 043 or any Station Master of the S.E. Railway (Allocation 93652-00) OR contractor/firm may submit Demand Draft which should be drawn in favour of FA&CAO/South Eastern Railway, Garden Reach, Kolkata-700 043.

**Note :** All Demand Drafts must be drawn on any Nationalised or Scheduled Bank of R.B.I.

6. The application for registration should be along with money receipt/demand drafts as mentioned above in Para-5. Firms not submitting the non-refundable fee and choose to submit the application, shall do so at their risk, as the application will be **summarily rejected**.
7. Contractors/firms can drop their application **in the Tender Box kept in the office of Pr. Chief Engineer, S.E. Railway, Garden Reach, Kolkata-700 043 upto 15.00 hrs. on 18.9.2014 (Date of opening)** and these will be opened in **the same office at 15.15 hrs** on the same day.

Application should be submitted in sealed covers super scribing the 'Application for registration in Approved list under Class-'A', and name of the discipline under which registration is sought' on the cover without fail.

**In the event of date of opening is declared by State/Central Govt. a closed holiday, the Tender Box will be closed at 15.00 hrs on next working day and opened at 15.15 hrs on the same day.**

8.
  - i) An annual fee of Rs.2,000/- will be charged from such registered contractors to cover the cost of sending notices to them and clerkage for tenders etc.
  - ii) The list will be reviewed every year for deletion which will be effective from 1<sup>st</sup> July and additions, if any, will be done once in six months which will be effective from 1<sup>st</sup> January and 1<sup>st</sup> July.
  - iii) Once the contractor is borne on the Approved List, it will be valid for three years, unless already deleted during the annual Review, or the expiry of the validity of the "Approved List" as a whole, whichever is earlier.
9. Applicant has to go through the instructions attached and duly fill up the Top sheet and Check list and submit these along with the Instructions to applicant, Certificate of familiarisation, Notice inviting registration for enrolment and other relevant documents duly signed.
10. For clarifications and any information regarding registration, contractor/firm may contact Dy.CE/G, S.E. Railway, Kol-43, Tel : 9133-2450 4436 & 2439 2240.
11. For web site related issues, prospective applicants may contact: Dy.CE/G, S.E. Railway, Kol-43, Tel : 9133-2450 4436 & 2439 2240.
12. Details and corrigendum if any are available at web site: <http://www.ser.indianrailways.gov.in> → Department → Civil Engineering → Registration of Approved list of Contractors Class 'A' and also on the notice board of the Office of Principal Chief Engineer, S.E. Railway, Garden Reach, Kolkata-43.

All prospective applicants are advised to see the web site regularly for Corrigendum/Addendum issued if any.

**CHIEF ENGINEER/GENERAL**  
**S.E. RAILWAY, GARDEN REACH,**  
**KOLKATA-700 043**