

South Eastern Railway Kharagpur

Quotation Notice for Temporary Leasing of SLR by passenger carrying Trains (Special)
Com/ G27/ SLR/ Temporary lease/ 2021-II date 09.03.2021.

Divisional Railway Manager (Comml), South Eastern Railway, Kharagpur on behalf of the president of India invites quotation in sealed cover for temporary leasing of SLR for 3.9/4 tones capacity by passenger carrying trains from "A"/"B" category registered leaseholders of Kharagpur Division. The quotationer must submit self attested photocopy of registration certificate issued by this Division and Annual turnover of business of last financial year i.e. 2019-20 should not be less than Rs.50 lakh in respect to SLR. In support of the above, audited balance sheet and Profit & Loss account along with certificate of Auditor to be attached with the quotation. The contract period will be valid upto 30 days only.

NB: For Tenders opened between April to September, audited balance sheet and profit and loss account of the financial year preceding the past financial year may be attached. If the provisional audited Balance sheet, P & L Account for last financial year is submitted, it should be accompanied with the audited balance sheet, P & L Account of the financial year preceding the last financial year.

The details of train offered for temporary Leasing of SLR as under.

S N	Train No.	Name of Train	Frequency of Train	Station		Details of Compartment to be lease out	Space for leasing	Reserve price per trip (Rs.)per 4/3.9 tonne space
				From	To			
1	02773	SHM-SC AC Spl. Exp	Wed	SHM	SC	1 st front	3.9 Tonne	23,652/-
2	02213	SHM-PNBE Spl. Exp	Mon, Wed & Fri	SHM	PNBE	1 st front	4 Tonne	12,159/-
3	02213	SHM-PNBE Spl. Exp	Mon, Wed & Fri	SHM	PNBE	2 nd front	4 Tonne	12,159/
4	02213	SHM-PNBE Spl. Exp	Mon, Wed & Fri	SHM	PNBE	1 st rear	4 Tonne	12,159/
3	02663	HWH-TPJ Spl. Exp	Thu & Sun	HWH	TPJ	1 st front	4 Tonne	28,594/-
4	02663	HWH-TPJ Spl. Exp	Thu & Sun	HWH	TPJ	1 st rear	4 Tonne	28,594/-
5	02807	SRC-CEN Spl. Exp.	Tue & Fri	SRC	MAS	1 st front	3.9 Tonne	24,383/-
6	02222	HWH-PUNE Spl. Exp.	Thu, Sat	HWH	PUNE	1 st front	3.9 Tonne	34,849/-
7	02834	HWH-ADI Spl. Exp.	Daily	HWH	ADI	1 st front	4 Tonne	29,227/-
8	02834	HWH-ADI Spl. Exp.	Daily	HWH	ADI	2 nd front	4 Tonne	29,227/-
9	02834	HWH-ADI Spl. Exp.	Daily	HWH	ADI	1 st rear	4 Tonne	29,227/-

10	02703	HWH-SC Spl. Exp.	Daily	HWH	SC	1 st front	4 Tonne	23,778/-
11	02703	HWH-SC Spl. Exp.	Daily	HWH	SC	1 st rear	4 Tonne	23,778/-
12	02906	HWH-OKHA Spl. Exp.	TUE	HWH	OKHA	1 st front	4 Tonne	33,821/-
13	02906	HWH-OKHA Spl. Exp.	TUE	HWH	OKHA	2 nd front	4 Tonne	33,821/-
14	02906	HWH-OKHA Spl. Exp.	TUE	HWH	OKHA	1 st rear	4 Tonne	33,821/-

Terms and Conditions:-

1. 2% Development Charge and 5 % GST (as applicable) will be levied on the accepted rate.
2. The Railway Administration reserves the right to cancel/withdraw quotation from the bidding even at the last minute without assigning any reason whatever.
3. Only 'A'/'B' category registered leaseholders of Kharagpur Division can participate in quotation process.
4. Security deposit:- The security deposit will be submitted by the successful lease holder equivalent to 5% of contractual value as per accepted lease freight for the leased parcel space or Rs. One lakh which ever is higher as per FM Circular No.25 of 2020, in the form of DD or FDR in favor of FA& CAO/ South Eastern Railway/Garden Reach/Kolkata. The FDR should be valid for a period of 90 days. The security deposit will be submitted within three days from the date of receipt of allotment letter.
5. Temporary leasing will be allowed for 30 days at a time on quotation basis.
6. Closing time for receipt of quotation is **12.00** hrs. on **24.03.2021**.
7. Self attested copy of Aadhar card &/or PAN card of the registered firm/person need to be submitted.
8. An undertaking in prescribed proforma should also be submitted along with the offer.
9. In case of nominated date of opening/dropping the quotation is declared a holiday, the bids would be accepted/opened on the next working day at the same time & place.
10. The quotations will be opened in presence of following concerned officer at notified date and time.
 - a) Assistant Commercial Manager.
 - b) Assistant Divisional Finance Manager.
 - c) One member as notified.
 - d) Applicants or their authorized representatives.

11. All other terms & conditions in this contract shall be applicable and governed by CPLP 06/2014 & subsequent guidelines/policies.
12. Bidders or their authorized representative may remain present at the time of opening of quotation.
13. The rate offered by the bidder should be clear and written in both word and numerals. There should not be any cutting and over writing on the mentioned rate and such offer will not be considered.
14. The bidder will mention loading/unloading point/station against their offer in the given trains subject to having stoppage time of train at that stations 5 minutes or more provided such stations have not been restricted by any of the zonal railway.
15. The bidder will make their offer in the enclosed offer letter and submit it along with other desired documents containing in a closed envelop subscribed as 'offer for Temporary Leasing of Brake Van in train no.
16. In case, train is not terminating/ originating at/ from its original terminating/originating station due to some unavoidable circumstance like agitation, movement etc., Lease holder shall be solely responsible for loading/unloading at short terminating/short originating stations as stipulated term and condition given in CPLP 06/2014 & subsequent guidelines/policies.

In this situation Railway is not liable to pay any compensation regarding freight, if resulted, due to unscheduled circumstances.
17. Railway reserves the right to cancel the notification without assigning any reason whatsoever.
18. A brief and standard agreement will be signed between allottee leaseholder and Railway as per FM Circular No. 06 of 2014.
19. The lease holder will have to start the loading within 03 (three) days from the date receipt of allotment letter.
20. The quotation is required to be submitted in sealed envelope duly signed and stamped by the leaseholder.
21. The other terms and conditions as detailed in Railway Board's Comprehensive Parcel Leasing Policy and its amendment from time to time will be applicable.
22. No quotation will be accepted if it is not submitted by the applicants themselves their authorized representatives.
23. All other terms and condition including collection of one day advanced freight etc. will be applicable.
24. Quotationers must offer their bids for each 3.9/4 tonne space in [SLR/SLRDs](#) separately and same will be decided separately as per rule.
25. Documents containing quotation form, terms & conditions etc. can be obtained from the Office of the Senior Divisional Commercial Manager,

South Eastern Railway, Kharagpur, Paschim Medinipur, PIN-721301 till 12.00. hrs. of 24.03.2021 on any working day on payment of Rs.1,000/- (Rupees one thousand only) for each 3.9/4 tonne space in SLR/SLRD at Divisional Cash office/Kharagpur. *However, goods and services tax and other charges as applicable towards cost of quotation form to be submitted by the quotationer to the concerned authorities directly and acknowledgement receipt to be submitted along with quotation document. Quotation documents can also be downloaded from website www.ser.indianrailways.gov.in and used as quotation documents. The earnest money as applicable should be deposited in cash or FDR/Demand draft/Bankers Cheque and drawn in favour of FA & CAO/S.E.Rly/Garden Reach/Kolkata-43. The cost of quotation form as applicable should be deposited through Demand draft/Bankers Cheque and drawn in favour of FA & CAO/S.E.Rly. /Garden Reach/Kolkata-43. Quotation will not be valid if not accompanied with earnest money deposit and cost of quotation form.*

Divisional Railway Manager (Comml.)
South Eastern Railway/Kharagpur

RATE OFFER SHEET

To
The President of India,
Acting through Sr. DCM
South Eastern Railway,
DRM Office, Kharagpur

Sub: Quotation for temporary leasing of parcel space of brake van (SLR) by train
no.....Ex.tofor a period of 30 Days on quotation basis.

- 1) I/We hereby offer to take the parcel space of brake van (SLR) on lease in train
No.....Ex.to.....vide quotation notice
no.....on the terms
and conditions embodied in the attached document.
- 2) Details of Registration Certificate as lease holder in category "A"/"B"
 - i. Registration Sl. No.....
 - ii. Date of issue, Valid upto
 - iii. Registration Certificate issue by
- 3) Particular of Audited Balance Sheet:
 - i. Financial year
 - ii. Annual turn – over in Rs.
 - iii. Name & Registration no of Chartered Accountant.....
 - iv. Date of audit.....
- 4) I am/We are enclosing following Financial Documents along with my/our quotation/offer
:
 - i. EMD of Rs. 100000.00 through.....Dated.....issued
by.....BANK In favour of FA&CAO/SER/GRC/KOL-43..
 - ii. Quotation Document cost of Rs 1000.00 through DD no.....
Dated.....issued by.....BANK In favour of
FA&CAO/SER/GRC/KOL-43.
- 5)
 - i. I/We hereby offer for leasing of the parcel space of Brake van (SLR) at the rate
as under:-

I/We shall pay Railway Administration a sum of Rs(in figures)
Rupees..... Only (in words) per trip for the offer for leasing of
parcel space of Brake Van (SLR) by train no Ex.tofor a
period of 30 days from the date of commencement of operation.

I/ We request to get the parcel space of Brake Van (SLR) by train no. Ex
..... to for period of ----- days from the date of commencement of
operation.

- ii. I/we offer the rate for 3.9/4 tonne space incompt.....SLR by
train No..... from on dateand loading/unloading
stations viz.....

In regard to above offered rate, I/We shall pay applicable development charge,
GST & Other applicable taxes in addition to accepted per trip offer.

Mandatory Declaration by the applicants:

The applicant while submitting his bid/quotation, shall be required to give
following mandatory declaration (please write yes or no).

- a) Whether the applicant is already registered lease holder in this Railway/Division(if yes, please attach the copy of registration certificates).
- b) Whether registration has been cancelled by any of the Zonal Railway/Division.....(if yes ,please attach the copy of letter).
- c) Whether the applicant has been debarred from fresh registration by any of the Zonal Railway/Division.....(if yes, please attach the copy of letter)
- d) Whether any punitive action has been taken by any of the Zonal Railway/Division.....(if yes, please attach the copy of letter).
- e) Whether any railway's dues are pending against you at any of the Zonal Railway/Division(if yes, please attach the copy of letter)

iii. Address of the office/godown as mentioned in registration certificate issued by Kharagpur Division

- A. Name of the Firm.....
- B. Name of the Owner
- C. GST no.
- D. Address
- E. Mobile no.....
- F. Telephone no.
- G. Fax no.
- H. Email ID

6) The EMD shall be liable for forfeiture without prejudice to any other rights or remedies, if:

- a) The applicant fails to commence the contract according to LOA.
- b) Withdrawn the offer by the tender before finalizing the leasing process by Railway.

7) If any information/ declaration made by leaseholder is found false at any stage before or after award of contract or deliberately defraud with the railways, his registration will be cancelled and registration fee will be forfeited. In addition to forfeiture of registration fee, all his existing leasing contracts by Covid Spl. Trains being operated from that division would also be cancelled.

Signature of Quotationer
Name of the firm:
Name of the Quotationer:
Address:

Note:-Separate RATE OFFER SHEET to be filled by the applicant for each Brake Van along with separate EMD of Rs 100000.00 and Quotation Document Cost of Rs 1000.00, failing which offer will be summarily rejected. In case of any ambiguity, all the instruction/provisions revealed in this Document will be applicable for Brake van only.