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Eastern Railway
(Construction Department)

No.CAO/CON/WT/Circular

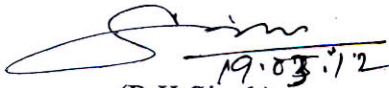
Kolkata, dt. 19.03.2012.

CE/Con/E.Rly./I, II, III, IV, VI & VII,
CEE/Con/E.Rly.,CSTC/Con/E.Rly.,
FA & CAO/Con/E.Rly./I & II,
Secy. To CAO/Con and CAO/Con/II for kind information
Dy.FA & CAO/Con/E.R/I & II,
Dy.CE/Con/E.R./PRD, Works-I & II, Plgn., Design,
Dy.CE/Con/HWH-I, II, III & IV, SDAH-I, II & III,
JB-SDAH, ASN-I, II & III, BGP, JMP & MLDT,
DEN/CON/PRD, JE/Con/Tender .

Sub: Procedure Order for invitation of composite tenders
including civil & Electrical for buildings and tube well
works.

In connection with the above, the Joint Procedure Order has been signed by the
CEE/CON and CE/CON/V and also approved by CAO/CON is enclosed herewith for
your information and necessary action please.

DA: As above.


19.03.12
(R.K.Singh)
Dy.CE/CON/PRD
for Chief Admn. Officer(Con)
Eastern Railway/Kolkata.

Dy.CE/PRD

As per order at P-29/N
the draft letter is put up
for approval and signature
please if agreed to.

Kindly issue
P12
20/3/12

CE/CON/V

May P12 be
before issue


19/03

OPC

05/16/3/12
16/3/12
16/3/12


27.3

EASTERN RAILWAY
(CONSTRUCTION DEPARTMENT)

Sub: Procedure order for invitation of Composite tenders
including Civil & Electrical for buildings and Tube well
works.

Due to difficulties being experienced in works of Composite nature where Civil Engineering and Electrical Works both are involved, such as building works and tube well works, it has been decided by the Competent Authority that for such works, composite Civil and Electrical Tenders shall be invited in future with immediate effect. The procedure that should be followed on inviting these composite tenders, are given below:

(A) **For Building Works:**

- A.1. For all the building works, henceforth, only composite tenders will be invited by the Engineering department.
- A.2. The Engineering department shall provide a plan for the building works to the Electrical department in advance for them to submit necessary Electrical details as indicated below.
- A.3. The duties of the Electrical department in respect to such building works where Civil Engineering cost forms the major percentage, are given below:-
 - A.3.1. Following documents/details shall be provided by Electrical department.
 - A.3.1.1. Technical specifications.
 - A.3.1.2. Special Conditions.
 - A.3.1.3. Schedule of items and their quantities.
 - A.3.1.4. LAR of the items with supporting agreements for the Electrical portion in the composite tender.
 - A.3.1.5. List of reputed makes to be specified in the tender.
 - A.3.2. Electrical department shall nominated Electrical Supervisor & Officer responsible for the work.
- A.4. Such Composite tender will have the tender schedule in two parts. Part-I will be Civil Engineering portion and part-II the Electrical Engineering portion. The schedules should include all necessary items to facilitate expeditious commissioning of the building.
- A.5. The tenderer shall be asked to quote for each part separately.
- A.6. The tenderer shall be evaluated on total offer i.e. Combined offer of Part I & II.

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- A.7. For evaluation of the tender, Technical & Financial eligibility criteria shall be applied based on the total cost of works i.e including Part I & II.
- A.8. The contractor himself or the Sub-Contractor appointed by him, the details of which should be furnished in the tender by the main tenderer, shall have valid Electrical Contractor License for carrying out Electrical works.
- A.9. The tender committee shall have invariably an officer of Electrical department as its tender committee member. In case where the tender committee consists of only two members, the 3rd member from Electrical department should be co-opted.
- A.10. The execution of Electrical works will be under the supervision of Electrical department and the measurement for the same shall be made separately through their own measurement book.
- A.11. The final payment will be released by the Engineering department only after receiving NOC from the Electrical department for satisfactory completion of Part-II works.
- A.12. For Electrical works, which have a small element of Civil Engineering works, the same procedure will be followed and the composite tender for the work will be invited by the Electrical Department.
- A.13. If an Architect Consultant is appointed, the scope Consultancy should also include Lay-out of Conduit, Electrical points and Fixtures.
- A.14. The contractor himself or the sub-contractor appointed by him shall have completed a work of similar nature of electrical works value at least 35% of the component provided in tender schedule. In this connection certificate issued from Govt./Semi Govt./PSU/Govt. autonomous body/public limited company (Govt. Sector) will only be accepted.
- A.15. If this electrical portion or Civil Engg. Portion of work (as the case may be) is being done by sub-contractor, the sub-contractor will give an undertaking in legally acceptable paper to complete the electrical portion or Civil Engg. (as this case may be) portion of work on behalf of the main contractor.

(B) For Tube well Works:

- B.1. Henceforth, for the work of sinking of tube wells and installations of Electric pump sets should be done by inviting composite tenders entrusting the work to a single agency by the Engineering department.
- B.2. The composite tender shall consist of sinking of tube wells, supply and installation of electrical pump and commissioning of the same.
- B.3. For this purpose following documents/details shall be provided by the Electrical department to the Engineering department:-
 - B.3.1. Technical specifications of the pump set with list of reputed make.
 - B.3.2. Special Conditions for the supply, installation and commissioning.
 - B.3.3. Schedule of items and their quantities.
 - B.3.4. LAR of the items with supporting agreements

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B.3.5. The special conditions should contain a suitable guarantee clause for Electrical pump sets.

- B.4. Such Composite tender will have the tender schedule in two parts. Part-I will be Civil Engineering portion and part-II the Electrical Engineering portion. The schedules should include all necessary items to facilitate expeditious commissioning of the tube well work.
- B.5. The tenderer shall be asked to quote for each part separately.
- B.6. The evaluation of the tender will be done on total cost of the tender
- B.7. At the time of evaluation of tender, an officer of electrical department should be associated with the tender committee as indicated in A.9 above.
- B.8. The contractor himself or the Sub-Contractor appointed by him, the details of which should be furnished in the tender by the main tenderer, shall have valid Electrical Contractor License for carrying out Electrical works.
- B.9. The work of installation of the electrical pump and its commissioning shall be carried out under the supervision of Electrical Department
- B.10. The execution of Electrical works will be under the supervision of Electrical department and the measurement for the same shall be made separately through their own measurement book.
- B.11. The contractor himself or the sub-contractor appointed by him shall have completed a work of similar nature of electrical works value at least 35% of the component provided in tender schedule. In this connection certificate issued from Govt./Semi Govt./PSU/Govt. autonomous body/public limited company (Govt. Sector) will only be accepted.
- B.12. If this electrical portion or Civil Engg. Portion of work (as the case may be) is being done by sub-contractor, the sub-contractor will give an undertaking in legally acceptable paper to complete the electrical portion or Civil Engg. (as this case may be) portion of work on behalf of the main contractor.
- B.13. Final payment can be made by the Engineering Department on receipt of necessary details and NOC from Electrical Department for Part-II.

The above instructions are issued with the vetting of finance and approval of CAO/CON and are based on Joint procedure Order of CEE/ER and PCE/ER dtd.09.03.2004


(R.P. Singh)^{20/2/12}
Chief Electrical Engineer/Con


22.2.12
(P.K. Jain)
Chief Engineer/Con/V

Docket No.

Kolkata, Dtd.