

## **SPECIAL INSTRUCTIONS FOR DOWNLOADING AND SUBMISSION OF BIDS**

1.0 Time for submission of bids would be before 14.15 hours and the same will be opened on the due date as above at 14.30 hours.

1.1 The Bidders shall furnish authorisation letter to attend the bid opening.

2.0 The bid document (Tender document) is available on RWF Website `www.rwfindia.gov.in' and can be downloaded and used for submission of bid.

Hyperlinks are available for Bid Conditions, Bid Schedule, Specifications/Drawings and IRS Conditions of Contract.

2.1 The Bid documents can also be obtained from the office of the Controller of Stores Rail Wheel Factory, Yelahanka, Bangalore-560 064 during Office hours on any working day on payment of cost of Bid document. Cash shall be accepted from Monday to Friday 9.30 hrs. to 12.30 hrs. & 14.00 hrs. to 15.00 hrs. and on Saturday upto 11.00 hrs. Bid documents are not transferable.

2.2 The Bid documents will not be normally sold on the date of opening. The sale of Bid documents will be closed 20 days before the due date, where the documents are to be sent by post to addresses outside India & 6 days to addresses inside India.

If a Bidder desires to download the documents from the website against the bid, no time limit is fixed.

2.3 The cost of Bid document (to be obtained from the Office Controller of Stores) is to be deposited with the Assistant Chief Cashier, Rail Wheel Factory, Yelahanka, Bangalore 560 064 either in cash or through money order only. No other mode of payment is acceptable. The bid documents will be issued on production of original receipt thereof.

2.4 The money order coupon should contain the details of bid No., Due date, Brief Description, Full address of the bidder etc. In case the bid documents is desired to be sent by Post, an additional amount of Rs 60.00 (Rupees Sixty only) in addition to the cost of the bid documents for addresses inside India & Rs.150/- (Rupees One Hundred & Fifty Only) equivalent to US \$ 3.29 for addresses outside India.

2.5 In case the bid document is down loaded from the RWF website and used for submission of the bid, the cost of bid document as mentioned above is to be submitted in the form of a Demand Draft/Banker's Cheque drawn in favour of Financial Adviser & Chief Accounts Officer, Rail Wheel Factory, Yelahanka, Bangalore-560064 India, payable at Bangalore along with the down loaded bid document. Offers not accompanied with the cost of the Bid documents are liable to be summarily rejected.

The bidder shall declare and certify that the bid document is down loaded from the RWF website and submitted without any alterations.

2.6 Bid documents can also be obtained from the following addresses on payment from the following offices:-

- a) The Director General, Supply Wing, Embassy of India, 2536, Massachusetts Avenue, Washington DC, 20008 (USA).
- b) The Railway Advisor, High Commission of India, India House, Aldwych, London, WC2(UK).

- c) The Railway Advisor, Railway Wing (Embassy of India), Tiergarten strasse-17, 10785, BERLIN (GERMANY).
- d) The First Secretary (Commercial), Embassy of India-1, 2-11, Kudan Minami 2 - Chome, Chiyoda-ku, Tokyo 102-0074, JAPAN.

3.0 Bids from Bidders who have not purchased the Bid documents or down loaded from the RWF website are liable to be ignored.

Bids from agents, without letter of authority, specific to the bid, from the manufacturers are liable to be ignored.

The Bidders are required to furnish Earnest Money Deposit for the amount specified above. Bids not accompanied by Earnest Money Deposit are liable to be ignored.

4.0 The Bidders are required to Keep their bids open for 150 days from the date of opening of bids.

5.0 Bid Forms are not transferable and their cost is not refundable.

The bid complete in all respects must be submitted in sealed cover duly indicating Bid No. and opening date on the face of the cover (envelope).

The sealed bid must be either deposited in the bid box placed in Materials Management Division, Rail Wheel Factory, by the specified time & date, or if posted, must reach the said Office at II Floor, Administrative Block, YELAHANKA, BANGALORE-560 064, by that time and date. It is the responsibility of the bidder to ensure that the bid reaches on or before the date & time as specified. The said office undertakes no responsibility for any postal delay.

In case the date of closing/opening of the Bids happens to be a holiday, the date of closing/opening such bids will be next working day.

Offers not accompanied with the above prescribed Bid documents, duly signed, are liable to be summarily rejected without assigning any reason.

6.0 PRICE/PURCHASE PREFERENCE TO SSIs/PSEs: The Purchaser reserves the option to give a purchase/price preference to the offers from Public Sector Units of India and/or from small Scale/Cottage Industries Units, over those from other firms, in accordance with the policies of the Govt. from time to time.

**CONTROLLER OF STORES**