

## Check list of credentials to be submitted along with offer

Check list for RFQ No. BSL-L-T-RFQ-Solar-51-2024, date ----- and important credentials are required to be submitted along with offer as brief given below:

SN	Item	Description
1	a) Technical capacity / Eligibility criteria	For demonstrating technical capacity and experience (the “Technical Capacity”), the Applicant shall, over the past 3 (three) financial years preceding the Application Due Date, have paid for, or received payments for successful commissioning of at least one grid connected solar PV project for a minimum value of 35% of the Contracted Capacity; The list of projects commissioned along with a copy of the Commissioning certificate, Bills and Invoices demonstrating payment received for such commissioning works and Work order / Contract / Agreement / from the Client/Owner shall be submitted in support. <b>For details please refer chapter -2 instructions to applicants of tender document (RFQ)</b>
2	a) Financial Capacity/ eligibility.	Total contract amount received or paid in Rupees during the last 3 financial years preceding the application due date as per ITCC should be a minimum of [150%] of the Estimated Project Cost. <b>For details please refer chapter -2 instructions to applicants of tender document (RFQ)</b>
	b)	The tenderers shall submit requisite information to their Financial Capacity/ eligibility as per <b>Annexure-VIB or Annex-III of Appendix-I</b> , along with copies of Audited Balance Sheets duly certified by the Chartered Accountant/ Certificate from Chartered Accountant duly supported by Audited Balance Sheet.
3	Each envelope shall contain:	<p>(i) Application letter for pre-qualification, GST registration certificate, PAN card.</p> <p>(ii) Application in the prescribed format (Appendix-I) along with Annexes and supporting documents;  <b>a) Annex-I:</b> Particulars of the Applicant  <b>b) Annex-II:</b> Technical Capacity of the Applicant  <b>c) Annex-III:</b> Financial Capacity of the Applicant  <b>d) Annex-IV:</b> Details of Eligible Projects  <b>e) Annex-V:</b> Statement of Legal Capacity (<i>To be forwarded on the letterhead of the Applicant/ Lead Member of Consortium</i>)  <b>(Note: Instructions given in Annexes must be followed)</b></p> <p>(iii) Power of Attorney for signing the Application as per the format at Appendix-II;</p> <p>(iv) if applicable, the Power of Attorney for Lead Member of Consortium as per the format at Appendix-III;</p> <p>(v) copy of the Jt. Bidding Agreement, in case of a Consortium, substantially in the format at Appendix-IV;</p> <p>(vi) copy of Memorandum and Articles of Association, if the Applicant is a body corporate, and if a partnership then a copy of its partnership deed;</p> <p>(vii) copies of Applicant’s duly audited balance sheet and profit and loss account for the preceding five years; [and]</p>
4	<b>Sealing and making of application</b>	Please refer para 2.13 of chapter -2, instructions to applicants of tender document (RFQ)

5	<b>Self declaration certificate</b>	The tenderers shall submit a copy of certificate stating that all their statements/documents submitted along with bid are true and factual. Standard format of certificate (Annexure-B) to be submitted by the bidder is enclosed below. In addition to Annexure-B, in case of other than Company / Proprietary Firm, Annexure-C shall also be submitted by the each member of a Partnership Firm / Joint Venture (JV) / Hindu Undivided Family (HUF) / Limited Liability Partnership (LLP) etc. as the case may be.
6		a) Demand Draft towards cost of bid document. b) Bid security as mentioned in tender document at appropriate stage. c) All other requisite documents to qualify their bid as given in tender document (RFQ).
7		Sample format of work completion certificate is also attached below for guidance.

Reference -Para 10.2 & 17.15.2 of Tender Form (Second Sheet) of Annexure I of ITT

**Each Bidder or each member of a JV must fill in this form separately:**

**NAME OF BIDDER/JV PARTNER:**

<b>Annual Contractual Turnover Data for the Previous 3/4 Years (Contractual Payment only)</b>			
<b>Year</b>	<b>Amount Currency</b>	<b>Exchange Rate</b>	<b>Indian National Rupees Equivalent</b>
<b>Average Annual Contractual Turnover for last 3 years</b>			

1. The average annual contractual turnover shall be calculated as an average of “total contractual payments” in the previous three financial years. However, in case balance sheet of the previous year is yet to be prepared/ audited, the audited balance sheet of the fourth previous year shall be considered for calculating average annual contractual turnover.
2. The information supplied shall be substantiated by data in the audited balance sheets and profit and loss accounts for the relevant years in respect of the bidder or all members constituting the bidder.
3. Contents of this form should be certified by a Chartered Accountant duly supported by Audited Balance Sheet duly certified by the Chartered Accountant.

***SEAL AND SIGNATURE OF THE BIDDER***

Certified that all figures and facts submitted in this form have been furnished after full consideration of all observations/notes in Auditor’s reports. \_\_\_\_\_

***(Signature of Chartered Accountant)***

**Name of CA:** \_\_\_\_\_

**Registration No:** \_\_\_\_\_

***(Seal)***

**FORMAT FOR CERTIFICATE TO BE SUBMITTED / UPLOADED BY TENDERER ALONGWITH THE TENDER DOCUMENTS**

I.....(*Name and designation*)\*\*appointed as the attorney/authorized signatory of the tenderer (including its constituents),  
M/s \_\_\_\_\_ (hereinafter called the tenderer) for the purpose of the Tender documents for the work of \_\_\_\_\_ as per the tender No. \_\_\_\_\_ of \_\_\_\_\_ (*Railway*)\*\*, do hereby solemnly affirm and state on the behalf of the tenderer including its constituents as under:

1. I/we the tenderer (s) am/are signing this document after carefully reading the contents.
2. I/We the tenderer(s) also accept all the conditions of the tender and have signed all the pages in confirmation thereof.
3. I/we hereby declare that I/we have downloaded the tender documents from Indian Railway website [www.ireps.gov.in](http://www.ireps.gov.in) 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 tender document. In case of any discrepancy noticed at any stage i.e. evaluation of tenders, execution of work or final payment of the contract, the master copy available with the railway Administration shall be final and binding upon me/us.
4. 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.
5. **I/We also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us.**
6. **I/We declare that the information and documents submitted along with the tender by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.**
7. I/we certify that I/we the tenderer(s) is/are not blacklisted or debarred by Railways or any other Ministry / Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm/LLP/JV/Society/Trust.
8. I/we understand that if the contents of the certificate submitted by us are found to be forged/false at any time during process for evaluation of tenders, it shall lead to forfeiture of the Bid Security and may also lead to any other action provided in the contract including banning of business for a period of upto two year. Further, I/we (*insert name of the tenderer*)\*\* \_\_\_\_\_ and all my/our constituents understand that my/our offer shall be summarily rejected.
9. I/we also understand that if the contents of the certificate submitted by us are found to be false/forged at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of Bid Security/Security Deposit

and Performance guarantee and may also lead to any other action provided in the contract including banning of business for a period of upto two year.

10. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/we fulfil all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed)

SEAL AND SIGNATURE  
OF THE TENDERER

Place:  
Dated:

*\*\*The contents in Italics are only for guidance purpose. Details as appropriate are to be filled in suitably by tenderer.*

**ANNEXURE-C**  
Reference -Para 6.1 of ITT

(This certificate is to be given by attorney/authorized signatory/each member of Partnership firm/Joint Venture (JV)/ Hindu Undivided Family (HUF)/ Limited Liability Partnership (LLP) etc.)

I/We.....(Name), attorney/authorized signatory of the  
.....(constituent firm / constituent partner) and member/partner of the  
.....(tendering firm) hereby solemnly affirm and state as under:

1. I/we certify that.....(Constituent firm/constituent partner) is/are not blacklisted or debarred by Railways or any other Ministry/ Department of Govt. of India from participation in tender on the date of submission of bids, either in individual capacity or as a HUF/ member of the partnership firm LLP/JV/Society/Trust.
  
2. I/We have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India and certify that I am/We are not from such a country or, if from such a country, have been registered with the competent Authority. I/We hereby certify that I/we fulfil all the requirements in this regard and am/are eligible to be considered (evidence of valid registration by the competent authority is enclosed),

SEAL AND  
SIGNATURE  
OF THE CONSTITUENT FIRM/CONSTITUENT  
PARTNER

Place :  
Dated :

**ANNEXURE-D****SAMPLE FORMAT OF COMPLETION CERTIFICATE**

<b>SN</b>	<b>Name of Item</b>	<b>Description</b>
1	LOA No. and date	
2	Name of the work	
3	Contract Agreement No. and date	
4	Name of the contractor	
5	Original Agreement Value	
6	Revised Agreement Value, if any	
7	Date of commencement of work	
8	Date of completion of work as per original / revised agreement	
9	Date of actual completion	
10	Cumulative payment made to the contractor up to the Last paid bill	
11	Total Penalty Imposed (If No penalty, please specified as NIL)	
12	Performance of the contractor	

This certificate submitted by the tenderer should be signed by competent authority of the concerned department.