



**Chennai Metro Rail Limited**  
**(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)**

NIT.No: CMRL/SYS/RS/Stores/353/2024

Date: 13/12/2024

**Sub: Invitation of quotation for Septagon key Modification Work for Rolling Stock Door Isolation - reg.**

Chennai Metro Rail Limited (CMRL) invites quotations for “Septagon key modification work for Rolling Stock Door Isolation and following are the details:-

**1. Scope of work:-**

- a. Operator Septagon Key shall be Converted to Maintainer septagon key by removing the projection inside the septagon face.
- b. Septagon Slot is required to be extended to suitable length of 105mm
- c. All sharp edges to be deburred before supplying the item
- d. Packaging , to and fro transportation shall be taken care by vendor

**2. Sample:-**

One number key to be modified and supplied within 01 week from the date of receipt PO as sample for approval. Post approval of the sample submitted , balance quantity to be modified and supplied to CMRL.

**3. Consignee and delivery address :-**

- a. Item shall be modified and supplied in full quantity to CMRL **within Four (04) weeks** from the date of receipt of Purchase Order at the following address:-

*Ms. S. Vidya Prakash*  
DM(RS/Procurement & Stores)  
Chennai Metro Rail Limited, Koyambedu Depot,  
Administrative Building, Poonamallee High Road,  
Koyambedu, Chennai 600 107.  
Email:- [vidyaprakash.s@cmrl.in](mailto:vidyaprakash.s@cmrl.in) . rsprocure@cmrl.in.

- a. Loose supplies/ damaged packing /tempered or damaged labelled supplies shall not be accepted under any circumstances.
- b. Supply should be made from the latest batch of production with maximum life period and original packing.
- c. Freight, insurance charges, if any shall be borne by the supplier. Similarly shortage, pilferage in transit shall be sole responsibility of the supplier and the same will be intimated to the supplier on receipt of goods by the CMRL for resupply or replenishment of lost items. The defective supplies will have to be replaced by the supplier within 15 days without any additional freight / transport charge.

**4. Payment terms:-**

- a. All the claims shall be approved by the competent official of CMRL. The payment will be effected within 30 days of submission of claim after due deductions of all statutory payments, taxes, penalties and other applicable deductions. Mobilization advance shall not be paid to the contractor. Tax deduction at source shall be made by CMRL as per the provisions of the Statutes/acts of statutory bodies/local authorities etc., except when the contractor prior to release of payment submits valid and complete documents for tax exemption.
- b. 100% Payment shall be paid for the supplied item only upon certification by Competent official of CMRL regarding satisfactory performance and acceptance of the supplied item / completed work on receipt of the following documents of the billed work / supplied items.
  - i. Original invoice duly signed by the authorized signatory.
  - ii. Item acceptance certificate duly signed and sealed from authorized representative of CMRL after delivery of all the items in full quantity as mentioned in this PO.
  - iii. PAN card number, Bank account details. Bank address, RTGS details and GST details of the Agency are to be forwarded along with the invoice.
  - iv. Documentary evidence towards GST payment and GST shall be paid only after the same is reflected in the GSTR 2B.
  - v. Internal test report of the manufacturer, if applicable.
  - vi. Packing list.

**5. Warranty & Guarantee:**

- a. Supplier is required to, without charge, repair or rectify defective goods or to replace such goods with similar goods free from defects. Any goods repaired or replaced by the supplier shall be delivered at the CMRL premises without costs to the CMRL.
- b. **Minimum 12 months warranty / guarantee from the date of acceptance** by CMRL should be given in the form of certificate indicating the warranty period along with the terms & conditions for the warranty / guarantee.

**6 Validity of Quotation:**

The bid submitted shall remain valid for a period of **90 days** from the date of closing of bid submission.

**7 Jurisdiction:**

The court of jurisdiction is Chennai. The English language shall be the official language for all purpose.

**8 Quotation submission:**

Quotation should be submitted on or before the date & time mentioned below:

<i>Sr. No.</i>	<i>Particular</i>	<i>Schedule of tender opening</i>
		<i>Date</i>
1.	Last date for submission of bid document.( Address mentioned as in notice) the clause 11 of this quotation	<b>20/12/2024 at 15.00 hrs</b>

- 9 In the event of the contractor backing out/violation of the contract in the midway without any explicit consent of CMRL, the contractor will be liable for the recovery of higher rates vis-a-vis contracted rates, which may have to be incurred by CMRL on procurement of said item by alternative means.

**10 Document to be submitted by the bidder:-**

- a) Compliance to scope of work as per Annexure A
  - b) Bidder information sheet as per Annexure – B
  - c) price schedule as per Annexure – C
  - d) Undertaking on No child labour or bonded labour in work chain as per Annexure -D
11. Quotation to be forwarded to below mentioned address through on or before the specified time in the mentioned tender document. The quotation envelope should be super scribed as **“Bid for Septagon Key Modification Work for Rolling Stock Door Isolation and Do not open before 20/11/2024 at 15.00hrs”**.

*Ms. S. Vidya Prakash*  
DM (RS/Procurement & Stores)  
Chennai Metro Rail Limited, METROS  
No.327, Anna Salai, Nandanam, Chennai - 600 035, Tamil Nadu, India.  
Email:- [vidyaprakash.s@cmrl.in](mailto:vidyaprakash.s@cmrl.in) . rsprocure@cmrl.in.

- 12 It shall be the responsibility of the tenderer to ensure that his tender reaches the designated officer before the deadline of submission. Any tender brought by any person / courier or any tender received through post after this deadline by the designated officer will not be considered.

**13 Amendment of bid document:**

At any time prior to the deadline for submission of bid, the CMRL may for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the bid document by the issuance of addenda through email. In order to afford the Bidders a reasonable time for taking an addendum into account, or for any other reason, the CMRL may in its sole discretion, extend the Bid due date.

14 We look forward to receiving your quotations and thank you for your interest.

**With regards,**

***Chief General Manager (Rolling stock)  
For Chennai Metro Rail Limited***

**Compliance To Scope of Work****Annexure – A**

Sr. No	Item details	To be filled and signed by the bidder	
		Compliance (Write YES or NO only)	If NO, state the deviation
.1	Septagon Key Modification Work For Door Isolation as per the Scope of work given in Clause 1 of this Quotation Notice Qty – 150 nos	Yes/No	
2	All pages in tender document is duly signed and stamped.	Yes/No	
3	Compliance to Scope of Work statement (Annexure- A ) is signed and stamped.	Yes/No	
4	Vendor Information form (Annexure B) is signed and stamped.	Yes/No	
5	Price schedule (Annexure – C) is signed and stamped.	Yes/No	
6	Undertaking on No child labour or bonded labour in work chain Annexure- D) is signed and stamped	Yes/No	

**Annexure – B**

**Bidder Information Form**

Note: Bidders are requested to furnish the following information and enclose along with quotation.

<b>Name &amp; Address of the Company :</b>			
<b>Name &amp; Designation of the key person</b>			
<b>Contact information</b>	<b>Mobile no:</b>	<b>Telephone No :</b>	<b>Email :</b>
<b><u>Bank details</u></b>			
<b>Bank name</b>			
<b>Beneficiary name</b>			
<b>Bank address</b>			
<b>Bank account no</b>			
<b>IFSC code</b>			
<b>PANNo.</b> <i>(attach copy</i>			
<b>GST no.</b> <i>(attach cop</i>			

Annexure – C

<b>Price Schedule</b>						
<b>Sr. No</b>	<b>Work description</b>	<b>Qty. (A)</b>	<b>Unit rate (in Rs.) (B)</b>	<b>GST</b>		<b>Total Amount (Rs.) including GST D=(B+C)*A</b>
				<b>In%</b>	<b>In Rs. (C)</b>	
1.	Septagon Key Modification for Door Isolation	150 No's				
2	<b>Total amount including taxes and all other charges in figures (in Rs.)</b>					
3	<b>Total amount including taxes and all other charges in Words (in Rupees)</b>					

**Note: :**

- i. GST as applicable will be reimbursed by CMRL on submission of original receipt
- ii. Price quoted should be inclusive of delivery & all other additional charges

**Undertaking on No child labour or bonded labour in Supply Chains**

I / We, ..... (Name of the bidder), hereby declare that, if awarded with the Tender No.....(Name of work: .....), no form of child labour or bonded labour will be employed anywhere in the supply chains of the subject contract.

Name of the bidder:

Address of the bidder:

Date and Sign with Firm's seal.,