

SOUTHERN RAILWAY

COMMERCIAL BRANCH

Notification No: 01/2022

SHORT LISTING OF SUPPLIERS FOR SUPPLY OF PROPRIETARY ARTICLE – PAD (items like Biscuits, Confectionary, Aerated Drinks etc.) and PACKAGED DRINKING WATER – PDW

Applications, under “Expression of Interest” - EOI are invited from Manufacturers/Distributors/Agencies of PAD items and PDW by the Chief Commercial Manager (Passenger Services & Catering) on behalf of the President of Union of India for Short listing of Suppliers for supply of proprietary article (PAD items like Biscuits, Confectionary, Aerated Drinks etc.) and Packaged Drinking Water (PDW) to Static Units under the management of Southern Railway.

The application can be obtained from the Office of The Chief Commercial Manager (Passenger Services & Catering), Catering section, Southern Railway, Chennai 600003 on working days from 22.02.2022 to 04.03.2022 between 11:00 hrs. and 16:00 hrs. The applications can also be downloaded from the website: www.sr.indianrailways.gov.in .

Filled in Applications should be submitted on or before 15.00 hrs on 10.03.2022 at the above address.

Chief Commercial Manager
(Passenger Services & Catering)
Southern Railway

EXPRESSION OF INTEREST – 2022

CALLING APPLICATIONS FOR SHORTLISTING OF INDIVIDUALS/FIRMS/COMPANIES FOR SUPPLYING PROPRIETARY ARTICLE (PAD) ITEMS LIKE BISCUITS, CONFECTIONARY, AERATED DRINKS etc., AND PACKAGED DRINKING WATER (PDW) WHERE RAIL NEER IS NOT AVAILABLE TO STATIC MINOR UNITS AT RAILWAY STATIONS AND UNDER THE MANAGEMENT OF SOUTHERN RAILWAY

INSTRUCTIONS TO APPLICANTS

1. Application form may be obtained in person from this office or may be downloaded from www.sr.indianrailways.gov.in. The filled in application/s should be submitted in person or by post so as to reach this office on or before 15:00 hrs on .03.2022
2. In case applicant wishes to apply for both PAD & PDW, SEPARATE APPLICATION should be submitted, one each for PAD AND PDW.
3. A copy of the application along with annexures/enclosures (each annexure as a separate attached document) should be sent to cmchq@sr.railnet.gov.in by email.
4. The brand and product/s for which approval is sought is to be mentioned in the column provided for in the application form.
5. Applicants must ensure that all the fields are filled with suitable and accurate information. If the space provided is not sufficient the applicant may attach extra sheet(s). If the field is not applicable, applicant should state 'Not Applicable' in the relevant column.
6. All the details must be given along with required supporting documents duly attested by Gazetted Officer/First Class Magistrate/Notary.
7. Southern Railway administration reserves the right to reject any application at any point of time without assigning any reason.
8. Southern Railway administration's decision on short-listing of Suppliers shall be final and binding.
9. The Short-listing will be valid for two years from 01.04.2022 to 31.03.2024.
10. The Applicant's annual sales turnover in the financial year 2019–2020 should be of Rs.1(One) Crore or above. However, the applicant is required to submit the duly audited Balance Sheet, and Profit and Loss Statement for the years 2020-2021 and 2019-2020.
11. Short listed suppliers will have to submit a letter of undertaking in the prescribed format, to be executed in non-judicial stamp paper to the value of Rs. 100/- and furnish Bank Guarantee in favour of Chief Commercial Manager/Passenger Services & Catering, Southern Railway, Chennai for an amount of Rs.3 (Three) lakhs towards security deposit valid for the approved period of 2 years with an additional claim period of 6 months.

12. There should be no dual pricing. The MRP/Quantity of the product for which approval is sought should be the same as available for sale in open market. There should be no differentiation in the pricing, quality or quantity of the product supplied in the railway station and in the open market.
13. Southern Railway reserves right to collect samples of the products and get them examined in the appropriate laboratory at the cost of the supplier and also inspect the production facilities, as and when it deems necessary.
14. Suitable penalty, which may include withdrawal of approval, forfeiture of Bank Guarantee or banning the applicant from participating in future EOI/tender, will be imposed in case of any irregularity found in the PAD and PDW supplied, dual pricing, non-adherence of the terms and conditions.
15. In case the validity of any of the FSSAI/BIS certificate expires during the short listing process or during the currency of the approved period, the awardee (individual/firm/company) should submit the valid certificate issued by the concerned authority well before the expiry date. An affidavit to the effect should be submitted along with the application as per Annexure II
16. An Affidavit is to be submitted stating that the brand name of the product is that of the applicant and the applicant is solely responsible for the same, and that all products supplied are safe for consumption as per FSSAI Act/BIS while applying for approval of Southern Railway. Anything found contrary, through inspection/complaints, the firm/brand is liable to be banned and Bank Guarantee shall be forfeited as per Annexure II.
17. Railway in its sole discretion and without incurring any obligation or liability, reserves the right to call for any required documents, if not submitted along with the application.
18. The original certificates of all document/licence, copies of which are submitted along with the application form should be made available for verification as and when required.
19. An undertaking stating that the applicant has not been banned/ black listed or debarred by any Zonal Railway/IRCTC/Government body shall be submitted by the applicant as per the format in Annexure II.
20. For any deviations in the quality or quantity of products supplied, ending in consumer court cases the supplier shall have to indemnify the Railways for the loss it caused to Railways.
21. If the information/details furnished at the time of applying for supply of PAD items & PDW under EOI is/are found to be wrong/false (i) before granting approval, the application will be rejected by the Railways without assigning any reason (ii) at a later date during currency of the approval, the approval granted will be cancelled duly forfeiting the Bank Guarantee furnished. Further the supplier will also be liable to be debarred from participating in any future EOI/tender.
22. If the firm has been empanelled by IRCTC for supply of PAD items, the same should be indicated and supporting documents should be enclosed.

23. In case of distributor / agency desiring to apply under the EOI, it is to be ensured by such applicant that in addition to the above details of the applicant, the following are also submitted:
- (i) Letter from the Manufacturer authorizing the distributor/agency for supplying the products manufactured by it.
 - (ii) The audited Balance Sheet and Profit and Loss Statement of the Manufacturer for the financial years 2019-20 and 2020-21.
 - (iii) The Manufacturer also should have sales turnover of One Crore or above in 2019-20. This is in addition to the sales turnover of One crore or above of the applicant - distributor/ agency.
 - (iv) Valid FSSAI/BIS Licence in the name of the Manufacturer should be submitted.
24. No document/information will be accepted after submission of the application except any document sought for by the Railway Administration under sl.no.17.

Signature and Seal of applicant with date

EXPRESSION OF INTEREST - 2022

APPLICATION FORM FOR SHORT LISTING OF SUPPLIERS OF PROPRIETARY ARTICLE (PAD) ITEMS/PACKAGED DRINKING WATER (PDW) WHERE RAIL NEER IS NOT AVAILABLE UNDER BRAND NAME FOR SUPPLY TO STATIC MINOR UNITS AT RAILWAY STATIONS AND UNDER THE MANAGEMENT OF SOUTHERN RAILWAY.

S.No.	Particulars	Details	Encl	Page No.
1.	Name of Brand(s) (Enclose copy of certificate of Registration of the brand / An Affidavit certifying that the brand name of the product is that of the applicant, and undertaking full responsibility for the brand name)			
2.	Name of Product(s) (Please see Annexure I)			
3.	Name and full address of the applicant (Manufacturer/Distributor/Agency) of the brand with telephone, Fax Number and E-mail Id (Use extra sheet if required)			
4.	Status of the applicant:- Sole Proprietorship/ Partnership/Private Company/Public Limited Company/Cooperative/SSI/Distributor or Agency. Enclose a copy of Certificate of Registration in case of Sole Proprietorship, Cooperatives and SSI, Partnership Deed in case of Partnership Firm. For registered Companies, enclose Certificate of Incorporation, Memorandum of Association & Articles of Association etc. In case of Distributors or Agency, Letter from the manufacturer duly authorizing the said Distributor/agency for supplying the products manufactured by it)			
5.	Sales Turn over from sale of PDW/PAD items for financial year 2019-20 & 2020-21 are to be submitted. Enclose duly audited Balance sheet & Profit and Loss Account Statement/ published annual report of the Applicant, and of the Applicant and Manufacturer if the applicant is a Distributor/Agency.			
6.	Applicant's Volume of business for the last one year (Physical units).			
7.	Valid licence issued by competent Authority – FSSAI/ISI/BIS etc. (Enclose attested copy of the licence/certificate in the name of the applicant, and also of the Manufacturer in case the applicant is a Distributor/Agency)			
8.	Test reports in the name of the applicant from a Govt. approved/NABL Accredited Laboratory, not older than 6 months at the time of submission of application, certifying that the product/s is/are fit for human consumption for food items/must comply with the FSSAI Standards and that the product confirms to specifications and standards as per BIS norms for Packaged Drinking Water (Attested copy of Test reports for PDW and all brands and variety of PAD to be submitted)			
9.	Permanent Account Number (PAN) (Enclose attested copy).			
10.	GST registration No. (Enclose attested copy of the Registration certificate)			

11.	Affidavit of the applicant that the party has not been banned/black listed by IRCTC or Ministry of Railways. (To be submitted in original on Rs.100/- non judicial stamp paper, duly notarized).			
12.	Details of Supplies made to: Any Govt. Organization /Institution etc. during the past year (2020-21) (Enclose copy of orders) 2. To Railway catering stalls for the past one year if the applicant is already empanelled with Railways.	1.		
13.	Whether the firm has been empanelled by IRCTC. (Enclose copy of letter issued by IRCTC)			

VERIFICATION

- I/We _____ solemnly declare that to the best of my/our knowledge and belief, the information given in this application form and the annexure and statements accompanying it, are correct, complete and truly stated and also that we shall be bound by the acts of my/our duly constituted attorney.
- I understand that this application is not a tender form but Expression of Interest – “EOI” for short listing of Proprietary Article Items (PAD) & Packaged Drinking Water (PDW) under Brand Name _____ for supply to Static Minor Units at railway stations and under the management of Southern Railway.

The following person(s) may be contacted for any information or clarification/s relating to this application Form:

Name :
Designation :
E-mail id :
Telephone :
Mobile :

(Signature of the Applicant)
Date and Seal

Address: _____

ANNEXURE I

Specification of the product(s) with a declaration that the MRP and Weight (Grams) of the product for supply at railway stations and in the open market are same and not specially packed for Railways (Attach extra sheet/s if required)

Sl.No	Product name	Flavour	Colour	Weight	Packing size for supply	MRP
1						
2						
3						

(Signature of the Applicant)
Date and Seal

Address: _____

ANNEXURE II

AFFIDAVIT

(To be submitted on Rs.100/- non-judicial stamp paper)

1. I _____ S/o _____ R/o _____ furnish this affidavit in my capacity as an individual / partner of firm _____ / Director of Body Corporate _____ and solemnly affirm and state as under:-

2. I/we manufacture/distribute/sell as on date following products PAD/PDW under the brand name _____
 - 1.
 - 2.
 - 3.

3. I/We am/are solely responsible for the brand name _____ , and undertake that all products supplied/sold at railway stations under the brand name _____ are safe for consumption as per FSSAI Act/BIS. If any irregularity is found in the quality/quantity of the PAD/PDW (Strike out which is not applicable) supplied or dual pricing is noticed or in case of any deviation from the terms and conditions of the approval, and I/We agree that I/We will be liable to be banned and Bank Guarantee will be forfeited.

4. I/We assure that the valid certificate issued by the concerned authority will be submitted before the expiry date in case the validity of FSSAI/BIS certificate is due to expire during the short listing process or during the currency of the permitted period.

5. I/We _____ have not been banned/black listed or debarred by any Zonal Railway/IRCTC/Government body.

VERIFICATION

Verified at _____ on this _____ day of _____ month of 2022 that the contents of the above affidavit are true and correct to my knowledge, no part is false and nothing material has been concealed therefrom. I further declare that I am duly authorized to sworn this affidavit.

Date:

Place:

DEPONENT
On behalf of _____