

S.C.Railway

Office of the CWM,
Carriage Repair Shop,
Tirupati - 517 506.

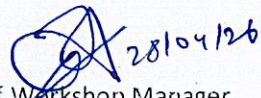
No. SCR/M.226/ISO/5s

Date: 28.04.2026

Sub: "Renewal of 5s certification in CRS/TPTY".

The undersigned invites sealed quotations for the subject work up to 11:00 Hrs. on 05.05.2026. Tenderers may make their own copies of schedule for the purpose of submitting the quotations. The Tenderers shall be bound by the latest general conditions of the contract in force and may quote their tenders.

Encl: - Schedule item.


For Chief Workshop Manager
Carriage Repair Shop
Tirupati

Copy to: SSE/ISO/CRS/IPTY

Copy to: AWAO/CRS/TPTY

Copy to: JE/Computers.

- For information and to exhibit in Notice Boards.
- To depute SSO at the time of opening of above quotations i.e. At 11:30 hrs on 05.05.2026.
- To publish workshop web site.

SCHEDULE No. SCR/M.226/ISO/5s

Name of the work: "Renewal of 5s certification in CRS/TPTY.

SL. No	Description of work	Estimated amount (excl GST)
Schedule-A: Recertification for three years		
1	Registration and certification and audit for recertification of 5S and issuance of certificate	60000.00
2	First surveillance of audit after one year after issue of 5s certificate	10000.00
3	Second surveillance audit after two years after issue of 5s certificate	10000.00
	Total	80000.00
	GST @ 18%	14400.00
	Grand Total	94,400.00
(Rupees Ninety Four Thousand and Four Hundred Only)		

NOTE:

- 1 The rates are Inclusive of GST and all other taxes and duties etc.
- 2 Unit Rate arrived based on BQs.

Percentage of rate quoted by the Tenderer on the estimated value is ATPAR/BELOW/ABOVE.

Note:-

- 1) The quotation should be submitted in sealed cover duly super scribed thereon the name of the above work, and should reach Chief Workshop Manager, Carriage Repair Shop not later than 11.00 Hrs. on 05.05.2026.
- 2) Quotation will be opened on 05.05.2026 at 11.30 Hrs.
- 3) The payment shall be made only for the works certified by concerned SSE who had executed the work as per the Scope of Work enclosed. Advance payment will not be made.
- 4) The contractor has to sign the work order/Agreement.
- 5) The complete work should be completed within 3 years the date of issue of LOA.
- 6) Earnest money need not be paid. But, Security Deposit @ 10 % of the Contract value is to be paid before commencement of work (or) the same shall be deducted from running bill @ 10% of the bill value.
- 7) The above work is governed by the latest General Condition of the Contract for works (in force) of South Central Railway.

DATE:

Signature of Tenderer
Address:

1.0 INTRODUCTION:

Carriage Repair Shop (CRS), South Central Railway, Tirupati was established during 1980. The workshop is well designed and equipped with latest high technology facilities. The workshop is spread in area of 178 acres of land. The construction and lay out of work shops is the optimum for smooth flow of the product during various processes of periodical overhauling of Coaches and repair of their identified sub-assemblies. This workshop has always accepted new challenges undertaken varied responsibilities and is known for its excellent quality of work and one of the premier workshops in Indian Railways.

This workshop has certified with Integrated Management System (IMS) consisting of QMS- ISO 9001, EMS-ISO 14001 and BS OHSAS-18001 in 2017 and upgraded from BS OHSAS-18001: 2007 to ISO OHSMS-45001: 2018 in March-2022 and again recertified in Jun-2025. This Workshop also certified with ISO WQMS 3834 in February 2022 and again recertified in May-2025. EnMS-ISO 50001:2011 in 2016 and upgraded to EnMS-ISO 50001 :2018 in March-2021 and again recertified in Aug-2025. Also rated with Green Co Gold in in March- 2022 and again rated with Green co Gold in Mar-2026.

2.0 NAME OF THE WORK:

"Renewal of 5s certification in CRS/TPTY".

3.0 DETAILED SCOPE OF WORK:

The various audits and activities to be carried out are detailed as below:

3.1 The tentative list of activities to be carried out during Registration and certification audit for recertification of 5s and issuance of certificate are as follows.**3.1.1 Phase-wise step-by-step implementation of 5s consisting of:**

- (1) Reorganization of 5s Teams in CRS/TPTY.
- (2) Review of 1s, 2s, 3s and development of self-Audit system (4s and 5s) with Shop-Wise interaction.

3.1.2 pre-certification audit – Stage 1 Audit (S.No. 01 of Schedule A)

Pre-Certification audit – Stage 1 Audit as per the requirement of 5s Technique.

3.1.3 Certification Audit • Stage 2 Audit (S.No. 01 of Schedule A)

Certification Audit as per the requirement of 5s Techniques. The Tenderer has to complete the work up to Sl.No. of 03 of above Schedule (up to Stage-2 Audit) within 90 working days from the date of issue of LOA by Railways.

Issuance of 3 copies of certificates of approval (S.No. 01 of Schedule A)

After Stage 2 audit the Tenderer shall issue audit report and three copies of certificates for 5s Techniques with a validity of three years within 30 days from Stage-2 Audit. Payment will be made only after the receipt of audit report and certificates.

3.2 First Annual Surveillance Audit (Sl.No. 2 of Schedule A)

The certificate is to be valid for 3 years. During the period of validity of the Certificate, on-site surveillance audits has to be carried out to assess the CRS, Tirupati's 5s Techniques fulfillment of specified requirements with respect to the standards to which the certification is granted. Surveillance Audits shall generally be conducted at least once in a year. The dates of the first Surveillance audit shall not be more than 12 Months from the date of issuance of 5s certificate, except under abnormal circumstances. The dates of all above types of audits shall be agreeable by both auditor and CRS, Tirupati. After each Surveillance audit the certifying body shall submit audit report to the top management. Payment will be made only after receipt of First Annual Surveillance audit report.

3.3 Second Annual Surveillance Audit (Sl.No. 3 of Schedule A)

The certificate is to be valid for 3 years. During the period of validity of the Certificate, onsite surveillance audits have to be carried out to assess the CRS, Tirupati 5s Techniques fulfillment of specified requirements with respect to the standards to which the certification is granted. Surveillance Audits shall generally be conducted at least once in a year. The dates of the second

Surveillance audit shall not be more than 24 Months from the date of issuance of 5s certificate, except under abnormal circumstances. The dates of all above types of audits shall be agreeable by both auditor and CRS, Tirupati. After each Surveillance audit the certifying body shall submit audit report to the top management. Payment will be made only after receipt of Second Annual Surveillance audit report.

4.0 The General Conditions of the Contract (GCC) for Works in South Central Railway applies to the above work/contract. The Tenderer is deemed to have got acquainted with the same and the same is binding on him. These special conditions supplement the General conditions of the contract. Wherever provisions of these conditions are at variance with the general conditions, these special conditions shall prevail.

5.0 CONTRACT PERIOD

The contract period will be 3 years (36 months) from the date of issue of LOA.

6.0 AGREEMENT:

The successful Tenderer shall have to execute an agreement with "The President of India" acting through the Chief Workshop Manager, Carriage Repair Shop, South Central Railway, Tirupati based on the accepted rate(s) and Special Terms and conditions for the work annexed to the quotation.

7.0 GENERAL INSTRUCTIONS

- a) The rate quoted by the Tenderer is based on nature and quantum of work covered under this contract
- b) The rate includes all labour charges, materials etc and no extra amount will be paid/accepted.
- c) Tenderer is advised to visit Carriage Repair Shop, Tirupati and take any clarifications regarding drawing and nature of work if required.
- d) The Tenderer shall be liable & solely responsible for the correct execution of work to the satisfaction of the Railways.
- e) Time Period: Project should be started within 15 days from the date of issue of LOA.
- f) All bills shall be raised on the name of Chief Workshop Manager, Carriage Repair Shop, South Central Railway, Tirupati
- g) All Safety Pre-cautions are to be taken by Tenderer/ Authorized Representative
- h) The Tenderer shall have to follow all the statutory requirements of Central & State Govt. and its rules & regulations along with all subsequent amendments.
- i) The Railway is not responsible to pay compensation/insurance in case the Tenderer/his authorized representative/contract employees, gets injury/an accident or in the event of death during working or in the premises. It is total responsibility of the Tenderer to take care and liability in such issues.
- j) Railways will not provide any medical facilities to the firm's employees engaged by the Firm.
- k) Termination of Contract: Railway administration will have full rights to terminate the contract before completion without any notification or explanation to the Tenderer (Certifying body). The payment to the Tenderer shall be only be done for each executed activity only. No payment shall be made for the remaining activity/activities at the time of termination of contract.
- l) Tenderer shall be solely responsible for taking care of their staff & supervisors against any accident or safety risk.
- m) The persons so engaged by the Tenderer should be courteous, well-mannered and well behaved. Railway reserves the right to ask the Tenderer to remove any person, if found to be unsuitable for work or any other ground like bad conduct, bad performance etc. In such situation the Tenderer must remove and dismiss the concerned person and replace with a suitable person forthwith. The person so removed, must not be entertained by the Tenderer at the site of Railways.
- n) **TRANSPORT, ACCOMMODATION & OTHER FACILITIES:**
No transport, accommodation shall be provided to the Tenderer by the Railways. Transport, Accommodation and other facilities for auditors have to be arranged by the certifying body itself. However onsite hospitality will be provided by Carriage Repair Shop, Tirupati.

c) CONFIDENTIALITY OF OFFICIAL DOCUMENTS

The documents/drawings and information, etc. Which the Tenderer would have come across in the normal course of the execution of this contract shall not be divulged to any other party without the written consent from the Railway. Railway has the ownership of all the documents and unfettered rights to use them in all phases of development at any place inside/outside of this workshop with/without changes at its option. At any stage of the contract, if the Railway decides to abandon the work and terminates the contract owing to its own reasons whatsoever, Railway shall pay the Tenderer the money for the work completed and the Tenderer has no right to claim damage for loss of profit or others from Railway. In such an event, Railway shall give notice to that effect to the Tenderer within a reasonable time.

P) The Contractor shall remain fully responsible for ensuring safety and in case of any accident, shall bear the cost of all damages to his/her/their equipment's & men and also damages to the Railway.

8.0 WORKING HOURS:

The work that has to be carried out inside the Workshop, should be carried out within the Workshop hours and if required Tenderer can work beyond normal working hours of the shops duly taking the permission of Administration depending upon the requirement of the work. The work should be carried out only during working days and Tenderer is not permitted to work on holidays and Sundays. However, if Chief Workshop Manager (CWM) desires, he may ask Tenderer to carry out the work on holidays and Sundays depending upon the requirement of the work.

9.0 SECURITY DEPOSIT:

10% of LOA/Agreement Value will be deducted from the bills towards Security Deposit in addition to any other Govt. Taxes/duties as applicable.

Security Deposit will be released after the Contract period and successful completion of the Work certified by the CWM or his Nominated Officer of the Workshop.

10. Penalty:

During the inspection of Railway Officials, if any Deviation is found from Terms & conditions of Contract, etc, they are empowered to impose a Penalty of Rs.500 /-on each occasion.

Contractor has to complete the work in stipulated Time Frame. Any delay will attract the Penalty on daily Basis at the rate of Rs. 100 /- per Day.

However, if the delay is caused on account of Railways, Tenderer has to agree and extend the period and complete the work as desired by Railway Administration.

The decision of the Railways on imposing the penalty shall be final and binding upon the contractor.

11.0 MODE OF PAYMENT:

a. No advance payment will be made to the Tenderer.

b. The bill is to be submitted to the Chief Workshop Manager, South Central Railway, Tirupati. The SSE/ISO/CRS/TPTY will certify the Completion of work. Payment will be made after deducting the cost of damages, penalties if any taxes and dues applicable.

c. Payment will be made

(i) For item at s.no. 1 of Schedule-A (i.e Registration and certification audit for recertification of 5s and issuance of certificates) after receipt of original 5s certificates at CRS/TPTY after receipt of original certification Audit report at CRS/TPTY and based on certification from CRS/TPTY.

(ii) For item at s.no. 2 of Schedule-A (i.e First Surveillance Audit after one year after issue of certificate) after receipt of original First annual Surveillance Audit report at CRS/TPTY and based on certification from CRS/TPTY.

(iii) For item at s.no. 3 of Schedule-A (i.e Second Surveillance Audit after two years after issue of certificate) after receipt of original Second annual Surveillance Audit report at CRS/TPTY and based on certification from CRS/TPTY.

12.0 SPECIAL NOTE:

- a. Unit rates are arrived based on 18% GST, In case of any variation in the percentage of GST (or) any other taxes/levies, the same can be dealt as per statutory variation clause. However, in case of dispute the decision of Tender Accepting Authority shall be final and binding up on the contractor.
- b. In case of any dispute of any kind, the firm shall abide by the decision of the tender accepting authority is final and binding upon the contractor.

