

**BHARAT HEAVY ELECTRICLES LIMITED**  
(A government of India undertaking)  
Unit: High-Pressure Boiler Plant, boiler project P.O  
**TRICHIRAPPALLI-14**

**COMBINED CYCLE DEMONSTRATION PLANT**

**NOTICE INVITING TENDER**

01. Name of work : Coal / Ash handling work for 2011-12.
02. Estimate contract value : Rs. 23.25 lakhs (approx)
03. Earnest Money Deposit : Rs 60,000/-
04. Security Deposit : As per Works Policy
05. Operations & Maintenance period: One year
06. Cost of tender document : NIL
07. Last date for receipt of tenders : On or before: 02.11.2011 14.00Hrs
08. Date of tender opening : On : 02.11.2011 14.30 Hrs

This document contains Covering letter, Specification, General conditions, Part-I (Qualification bid), Part-II (Price bid).  
For qualifying criteria refer General Conditions under head general requirements point no.26

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**BHARAT HEAVY ELECTRICALS LIMITED**  
**TIRUCHIRAPALLI-14**

**COMBINED CYCLE DEMONSTRATION PLANT**

BHE: CCDP: COLHLNG: 11-12

Date: 04.10.11

Sir,

Sub: Coal / Ash Handling Contract: 11-12-reg.

We are forwarding herewith one set of tender documents pertaining to the above work. You are requested to go through the Job Specification, General conditions, fill up Technical competency and rates duly signed and return the same in a sealed cover. The detail of work is given in Specification and General Instructions. The contractor must visit the work spot at CCDP and assess the nature and quantum of work, go through the Specification and General conditions. The contractor shall fill their technical capability in Part-I, and fill the Price in Part-II. Ensure signature affixed in all pages and send the documents in a sealed cover.

The Earnest Money Deposit (EMD) Rs.60, 000/- prescribed for the work shall be furnished in the following form Demand Draft from nationalized / schedule bank payable at Trichy, drawn in favour of BHEL Trichy. The EMD details shall be mentioned on the main sealed cover. No interest shall be allowed on EMD

The due date and time for submission of offer will be at 14.00hrs on 02.11.2011. The Part I (technical bid) will be opened at 14.30 hrs on the same day and price bid will be opened some other day after suitably informing. BHEL/CCDP reserves rights to reject any or all the tenders received without assigning any reason therefore. The scheduled period of work is 12 months (One year) from the date of award of work.

If you are in need of any further clarifications, please contact the undersigned on any working days between 9.00 a.m and 04.00 p.m. In case you are not in a position to quote, please intimate the fact by return post duly returning the blank tender documents with your reply.

Thanking you,

Sr.Manager / CCDP

CC: SDGM / Finance

## SPECIFICATION FOR COAL / ASH HANDLING CONTRACT

### **1. Work details**

The one year contract is planned as follows:

1. Total 90 days of CCDP / Gasifier system plant operation (three shifts per day).
2. Total 210 days of CCDP / Gasifier system maintenance work (two shifts per day)

As and when the plant is ready for trial run after modifications, plant will be operated in three shifts (24hrs). After trial runs for data collection, suitable plant modifications/maintenance will be taken up in two shifts for making the plant ready for next operation trial run. Coal/Ash handling contract will work in three shifts during plant operation and two shifts during modifications and maintenance work

CCDP Front end loader is used for coal preparation (raw coal movement for crushing/sieving and stocking or feeding to main bunker, feeding stocked sized coal to main bunker) and clearing fly ash/bottom ash for disposal, daily in all three shifts during plant trial runs. During plant maintenance period (plant not running), coal crushing/sieving/stocking, shifting of coal/ash stock from one place to other, clearing and disposing bottom ash/fly ash and slurry ash. The coal / ash required to be handled during plant run and maintenance period per month is around 1200 tons. During loader break down period, coal handling repair / maintenance time, the contractor is required to repair/rectify the equipments and continue coal/ash handling work. In case major breakdown of loader, BHEL will arrange vehicle temporarily from some other source till BHEL loader is brought to service from major breakdown.

The contractor's payment shall be restricted to 1200 tons/month, during plant operation and maintenance period.

### **2. Drivers for operating Front end loaders.**

Contractor's driver shall be engaged for operating the Front end loaders. Contractor shall engage minimum one driver per shift with another driver engaged during weekly off. All drivers should possess valid heavy vehicle license to operate the vehicle. Personal Insurance coverage shall be contractor's scope.

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### **3. Coal / Ash handling operation and maintenance work.**

The contractor shall **engage minimum five unskilled labours and one heavy license holding driver per shift** to take care of list of works mentioned below. Similarly **one supervisor per shift** shall be engaged to take care of security permission, labour attendance, and implementation of given work, to record work output and to raise bill. As per Industrial procedure/weekly off shall be strictly adhered by the contractor. The following are the list of activities to be carried out by the contractor along with our BHEL staff.

- Regulating coal flow from raw coal bunker to coal belt conveyor.
- Adjusting vibratory feeder / gates and maintaining controlled flow of coal.
- Picking out stones, woods, lumps and other visible impurities from ground coal conveyor feeding coal to the crusher.
- Monitoring the crusher for any choking or over loading and to stop the crusher and clear the choking so as to keep the plant smooth and continuous running.
- Watching the coal siever or screw conveyor for any choking / over loading and clearing the same for smooth running of plant
- Monitoring main coal bunker level, to co ordinate stopping coal conveyor when the bunker level is full and to start the conveyor when the bunker level is low.
- Clearing fly ash and bottom ash from gasifier system to disposal yard using front end loader
- Assisting to clean the area manually or using Front end Loader for safe and smooth working.
- Assisting to remove heaps of coal / ash / slurry manually or using Front end Loader or using tipper lorry to specified safer locations (tipper lorry shall be provided by BHEL).
- Oiling, greasing of gear boxes / rotating parts, changing damaged rollers, changing damaged bearings, belt alignment etc.
- Repair/maintenance of crusher, siever, screw conveyor, bucket elevator, belt conveyor, gear boxes, front end loader and other coal/ash handling equipments.
- Man power shall be effectively engaged in all critical areas mentioned above, like raw coal bunker, vibratory feeder, belt conveyor, crusher area, sieving area, main bunker, and ash disposal area - for smooth running of the plant.

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## GENERAL CONDITIONS

### STATUTORY

1. The contractor shall pay minimum wages to his employees as per Tamil Nadu Government's Norms.
2. The contractor shall pay **additional wages also** as per corporate guidelines (Refer BHEL/HR/Welfare circular Dt.16.08.2011) **along with Tamil Nadu Govt. minimum wages**. PF&ESI shall also be covered and separate record shall be maintained for the additional wages.
3. The contractor shall maintain attendance and acquaintance Registers and submit copies every month for both TN Govt. wages and additional wages (as per corporate guidelines).
4. The contractor shall pay Bonus to their employees as per minimum bonus act, for both TN Govt. wages and additional wages (as per corporate guidelines).
5. The contractor shall remit PF and ESI (for both TN Govt. wages and additional wages) the actual labourers engaged and produce the original challan every month for our verification and record.
6. The contractor shall comply with all state and central laws, statutory rules and regulations, inclusive of industrial laws, which are applicable in force from time to time.
7. Any increase in minimum wage by Tamil Nadu government, has to be implemented to the persons engaged by the contractor (including PF &ESI). For any reason, no increase in contract value shall be agreed by BHEL.
8. Necessary gate entry, pass arrangement for persons shall be made available by the contractor before commencement of the work. The authorized person of the contractor is responsible for making the pass arrangements for their persons.

### SAFETY

9. All safety precautions, in general and at height in particular should be followed by the Contract employees as per BHEL norms.
10. All persons engaged in any work should wear safety shoes and helmet at work site.

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11. Since coal/ash handling work is in dusty atmosphere, all contract employees shall compulsorily use nose mask and long towel for protecting nose, ear and face. Contractor shall keep supplying covering towel every week to his employees. In addition, contractor shall also supply a soap and 100ml coconut oil/per employee every week to clean and protect the skin from dust problem.
12. The contractor shall insist their employees to adopt safety procedure by using safety shoes, safety helmets, nose mask, towel etc. The supply of the safety personal protective shall be contractor's scope (safety shoe, safety helmet, nose mask, towel, soap, oil etc.)
13. The contractor shall ensure that no damage is caused to any equipment at the site. If any such damage is caused, it is the sole responsibility of the contractor to make good of damages or compensate for the same.
14. It is the sole responsibility of the contractor to ensure his employees against accident and injury while work as per relevant rules and pay compensation.

**GENERAL:**

15. The persons engaged for executing the work are unskilled in nature. One supervisor per shift shall coordinate with workmen & BHEL staff for smooth execution of work.
16. The contractor shall engage sufficient man power daily, in all three shifts during plant operation & two shifts during maintenance. Similarly one supervisor per shift shall be engaged for smooth execution of work. Weekly off shall be filled with suitable and sufficient extra man power.
17. Monthly bill shall be raised as per the actual work completed on pro rata basis, based on work measurement.
18. The Contractor is directly responsible for the payment of wages to his employees.
19. The contractor shall be responsible for the proper behavior and observation of all regulations of the work men employed by them
20. Because of shortage of manpower, if work could not be completed in the specified time, the work shall be completed through some other contractor and the amount involved shall be deducted from the contractor's bill.

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21. The contractor has to bring the following tools for the execution of works contract:  
Shovel, spade, crow bar, basket, arivazh, tools box necessary for coal handling plant small maintenance work.
22. All the works related to Coal / Ash handling activities shall be carried out to the satisfaction of BHEL /CCDP Engineers.
23. In case of emergency, the contractor may have to work on Sunday /holiday during plant operation/maintenance work
24. BHEL rules will be applicable towards issue of refreshments / food which contractors shall adhere. As per existing procedure the food coupon will be issued @ Rs.5/- (Rs. Five) per person. Contract employees have to provide valid coupons for Tiffin / tea / coffee / milk etc. to the canteen staff.
25. The contractor should submit an acceptance letter for the above terms and conditions.
26. Qualification criteria: The tenderer should have executed similar contracts with single contract of value not less than Rs 8 lakh per year. Technical/Qualification competitiveness will be evaluated by technical committee and based on their recommendations only price bid will be opened. If the tenderer fails to satisfy qualifying criteria (both explicitly and implicitly stated) their offer will be rejected.
27. The contractor is required to prepare and supply coal (including ash handling and disposal) at 1200 tons/month during plant operation. Similarly the contractor shall prepare and stock coal (including ash handling and disposal) at 1200 tons/month during maintenance period.
28. The contractor shall quote their offer of coal/ash handling on **per ton** basis

NOTE: The contractor may contact BHEL welfare section for details regarding additional wages as per corporate guidelines, in addition to the Tamil Nadu Govt. minimum wages along with necessary additional PF &ESI

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## WORKS POLICY

### 8.2 Security Deposit:

8.2.1 Security deposit should be collected from the successful tenderer. The rate of security deposit will be as given below:

Up to Rs. 10 lakhs: 10%

Above Rs.10 lakhs up to Rs.50 lakhs: Rs 1 lakh + 7.5% of the amount exceeding Rs.10 lakhs

The security Deposit should be collected before start of the work from the contractor.

8.2.2 Security Deposit may be furnished in any one of the following forms:

- i) Cash (as permissible under the Income Tax Act)
- ii) Pay Order, Demand Draft in favour of BHEL.
- iii) Local cheques of Scheduled Banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc.

(Certificates should be held in the name of contractor furnishing the security and duly pledged in favour of BHEL and discharge on the back.

- v) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the companies act subject to a maximum of 50% of the total Security Deposit value. The balance 50% has to be remitted either by cash or in the form of security. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in Companies Act. The FDR should be in the name of the Contractor, A/c BHEL, duly discharged on the back.
- vii) Security Deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD of the successful tenderer shall be converted and adjusted against the Security Deposit.
- ix) The Security Deposit Shall not carries any interest.

(Note: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.)

8.2.3 Security Deposit shall not be refunded to the contractor except in accordance with the terms of the contract.

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**PART-I**  
**(TECHNICAL BID)**

1. Years of experience in the similar function :
2. Similar functions executed earlier. If so, cite examples :  
(Use separate sheet if required, including feedback letters from customers)
3. Possess adequate manpower for deployment with required qualification/experience (Furnish details) :
4. Approximate quantum of business per annum :  
( For the past three years )
5. Number of contracts under execution at present :
6. Any instance of termination of contract in the middle :
7. Whether additional wages (as per corporate guidelines) also considered including PF,ESI, Bonus etc :
8. Whether service tax 10.30% is also added while quoting price offer :
9. PAN card No.:
10. ESI No.:
11. PF. Account No.:
12. Whether visited the plant for assessing work content for finalizing offer :
13. Estimated man days category wise required for completing the Scope of work :
14. Permanent address of the Firm as well as the Contact details of Chief personnel :

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**PART - II**  
(Price Bid)

**Name & Address of the Contractor :**

Sl.No	Contract details	Rate to be filled by the contractor
01	Coal/Ash handling work during Plant Operation as per specification and conditions. Rate per day for <b>three shifts</b> (24 hrs) work, including service tax 10.30%	Rs. (Rupees )
02	Coal/Ash handling work during Maintenance as per specification and conditions. Rate per day for <b>two shifts</b> (8.00 to 16.30 and 16.30 to 01.00) work, including service tax 10.30%	Rs. (Rupees )

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## CHECK LIST

### Documents to be included in **Part I qualification bid (sealed cover)**

1. Documentary evidence as per qualification Criteria (Order copy, Bill copy, payment voucher, site visit certificate, bank solvency certificate etc)
2. EMD as per Tender
3. Tender documents signed in all pages
4. Part-I Technical/Qualification bid
5. Income tax PAN copy and latest IT return copy
6. Latest solvency certificate

### Documents to be included in **Part II Price bid (sealed cover)**

1. Part-II Price bid duly filled in with Address and Signature

PLANT VISIT CERTIFICATE

This is to inform you that I have visited the site on ..... and fully understood the work nature, the rates are quoted based on this and I will not ask for any revision of rates / contract value during the tenure of the contract.

Authorized person with seal

BHEL Engineer's signature