



BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)
HIGH PRESSURE BOILER PLANT
PURCHASE DEPARTMENT - FOSSIL BOILERS
THIRUCHIRAPALLI - 620014
TAMILNADU (INDIA)

PHONE :2577419
GRAMS : BHARATELEC
FAX NO: 2520719
E-mail: cmuthuvel@bheltry.co.in
Web:

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Enquiry No	Enquiry Date	Due Date for Quotation
2001600331 - 42	06.09.2016	29.09.2016
Please quote Enquiry No, Date and due date in all correspondences. This is only a request for quotation and not an order. Bid should be submitted in two parts. 1.Techno-commercial bid (Part-I) and 2.Price bid(Part-II) in a separate sealed cover and both covers must be placed in a third cover and sealed. Our Enquiry No., Enq. date & Enq. Due date must be written on all three covers.		

Item	Description	Unit	Quantity	Delivery Quantity	Schedule Date
10	CM0101 MOUSE PAD	NO	500.000	500.00	15.10.16
20	CR0804 Ribbon Cartridge for Linematrix printer - LIPI 6820	NO	35.000	35.00	15.10.16
30	CR0902 Ribbon Cartridge-Cartridge-Dot Matrix Printer-Heavy Duty(WEP HQ 200)	NO	20.000	20.00	15.10.16

General Note:

1. Tender should not be addressed to any individual's name but only to the following address:
Your Quotations should be sent to:
Tender Opening Cell/MM
Room No.26,
24 Building (Ground Floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620 014.
2. Tender will be processed as per our enclosed Terms and conditions (Annexure).
- 3.The validity of the offer should be 90 days. If the supplier does not accept validity of the offer 90 days from the date of technical bid opening, such offer will be rejected.
- 4.The enquiry number and due date which is supercribe on the outer cover of the techno-commercial bid should be same as per our enquiry number and due date, otherwise we will not considered such offer.
5. IMPORTANT NOTE:-The commercial confirmation format (Annexure A) should be submitted along with the technical bid, without fail. Terms and conditions to be confirmed /accepted/mentioned in your technical bid and the format (Annexure A) should be the same, without any variation/deviation. In case of variation/deviation between the technical bid and format, the details furnished in the format (Annexure A) only are considered for evaluation.
6. Any communication should be addressed to the following address:
The Dy. General Manager
Purchase Department/ PSS,

The offers should reach us 30 minutes before the time of opening of tenders.
The offers will be opened at 14.30 hrs on the due date of tender in the presence of tenderers who have submitted their offer and who may like to be present for the tender opening.Late and delayed offers are liable to be rejected.

Yours faithfully,
For BHARAT HEAVY ELECTRICALS LIMITED

Ravi
06.09.16
KUMAR RANVIJAY RAVI
Engineer
MM/Purchase/PSS
BHEL, TRICHY - 620 014,
MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,



BHARAT HEAVY ELECTRICALS LIMITED

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HIGH PRESSURE BOILER PLANT
PURCHASE DEPARTMENT - FOSSIL BOILERS
THIRUCHIRAPALLI - 620014
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2001600331 / 06.09.2016

23505

Materials Management/Raw Materials,
24 Building (4th Floor),
Bharat Heavy Electricals Limited, Tiruchirappalli - 620 014.
Email:pgavictor@bheltry.co.in
no.0431-2577645

Phone

7. Documents submitted with the offer shall be signed and stamped in each page by authorized representative of bidder.

All the tenders may be addressed to the following address:

The Tender Opening Cell / MM
Room No: 26, Building 24, Ground Floor
Bharat Heavy Electricals Limited
TIRUCHIRAPALLI 620014

In case personal delivery of the offer, it shall be dropped into the respective box kept in Room No: 26, after duly entering the data in the system.

Offers will be accepted only up to 14.00 Hrs on the due date. Therefore, vendors shall ensure to submit the offers well before this time. All due date extension requirements should be addressed to the respective Purchase mail IDs. All the due date extension requests from vendors will be considered only up to 48 hours before the due date and time.

Vendors are requested to avoid submission of offers through e mail / fax. In case of any unavoidable situation, offers shall be sent through e mail to the following mail ID only tender_cell@bheltry.co.in.

As tenders are being opened by Common Tender Opening Cell, offer covers should be sealed with tenderer's distinctive seal and super scribed with correct Tender No. item of supply and due date of opening.

The offers will be opened at 14.30 hrs on the due date of the tender in the presence of tenderers who have submitted their offer and who may like to be present for the tender opening. Late and delayed offers are liable to be rejected.

The bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.

The supplier shall submit EI/EI forms to BHEL time to time as indicated by the BHEL and in case of inordinate delay in issuing EI/EI forms, then BHEL reserves the right to deduct 5% of the value of the supplied items against which EI/EI forms pending to be issued

Enclosures:

"LD clause has to be confirmed without fail."

The offers should reach us 30 minutes before the time of opening of tenders.
The offers will be opened at 14.30 hrs on the due date of tender in the presence of tenderers who have submitted their offer and who may like to be present for the tender opening. Late and delayed offers are liable to be rejected.

Yours faithfully,
For BHARAT HEAVY ELECTRICALS LIMITED

R. Ravi
07.09.16
MANAGER / PURCHASE
(FOSSIL BOILERS)
KUMAR RAVI RAO
Engineer
Yours faithfully,

MM / Purchase / PSS
BHEL, TRICHY - 620 014.

BHARAT HEAVEY ELECTRICALS LIMITED
(A GOVT.OF INDIA UNDERTAKING)
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPPALLI - 620 01

Annexure

TERMS AND CONDITIONS OF THE ENQUIRY (TWO PART BID)

1. The tender will be operated on two part bid basis i.e. (I). *Techno-Commercial Bid* & (II). *Price Bid*.

2. **Techno-Commercial Bid:** Containing Technical details, specifications, commercial terms and conditions like percentage of P&F charges, Freight & Insurance, ED, Cess, Taxes (BHEL will not provide "C" form for Non-Production Items), delivery terms, delivery schedule, validity of offer, payment terms (except price details), acceptance for LD clause, etc. shall be put in a cover and superscribed as "Techno-Commercial Bid" for Enquiry No. XXXXXXXXXXXX Dt: XX.XX.XX Due Dt: XX.XX.XX.

3. **Price Bid:** Containing the price details shall be put in a separate cover and superscribed as "Price Bid" for Enquiry No: XXXXXXXXXXXX Dt: XX.XX.XX Due Dt: XX.XX.XX.

The enquiry number and due date which is superscribed on the outer cover of the techno-commercial bid and price bid should be same as our enquiry number and due date ,otherwise we will not considered such offers.

4. You are requested to put the above two envelopes (Techno-Commercial Bid & Price Bid) inside a separate larger sealed envelope and this envelope shall be superscribed as "Techno-Commercial Bid and Price Bid " for Enquiry No: XXXXXXXXXXXX Dt: XX.XX.XX Due Dt: XX.XX.XX.

Each tender should be sealed with tenderer's distinctive seal and super scribed with correct tender no., item of supply and due date of opening. Two or more quotation should not be sent in one cover but the quotation against each tender should be sent separately to avoid confusion. Tender should not be addressed to any individual's name but only to the following address:

Your Quotations should be sent to:

Tender Opening Cell/MM
Room No.26,
24 Building (Ground Floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620 014
Tender_cell@bheltry.co.in

5. Please submit point wise compliance to our specifications, terms and conditions, as mentioned commercial Terms confirmation format (i.e taxes & duties, F.O.R, ED cess, P&F, Frieght & insurance, payment terms, LD clause etc.). Otherwise it will be presumed that you are accepting BHEL's terms and conditions.

6. Offer/s received after *due date* and time: 02:00 pm will not be considered under any circumstances.

7. **Validity of quoted rates shall be maintained at least for 90 days from the date of Tender opening for ordering, otherwise offer will not be considered against this enquiry. The quoted/Finalized rates shall be Firm till completion of the supplies.**

8. The rates are to be quoted on F.O.R. destination basis (Inclusive of Packing, Forwarding, and Freight and Transit Insurance charges to supplier account. The material should be delivered at BHEL Complex, Trichy by your carrier and at your own cost.

(Delivery condition like Ex-works / Ex-godown / Transportation of materials through transport carriers from your works upto the transport carrier's office at Tiruchy and taking delivery of goods by BHEL from such office of transport carriers, Transportation of materials on "TO PAY" basis etc is not acceptable to us), such type of offer will be rejected.

9. Unloading at BHEL Site has to be done by the suppliers and BHEL will not be in a position to provide any handling / unloading facilities.

10. Payment Terms (Indigenous)

Stores:

Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials.

Any deviation in the above payment term will attract loading as mentioned below. "Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.

Payment through Bank is not preferred. In case of Payment through Bank is opted by Supplier, BHEL prefers documents submission through bank with copy of LR and door delivery of Goods to Site/Stores with Consignee copy attached. In this case Loading will be 5% on the offered value. Any other option through bank, other than the above, is not acceptable to BHEL and the offer is liable for rejection.

LC/Advance Payment will not be operated for indigenous vendors. Offers of indigenous vendors with payment terms as LC/Advance Payment are liable for rejection. Exceptional deviation to the above after adequate loading will require approval of competent authority as per the Policy guidelines.

11. Liquidated Damages / Penalty:-

Liquidated damages shall be 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value. **Any deviation from the above LD clause, loading will be applied to the extent to which it is not agreed by the bidder (at offered value). BHEL will consider the ranking after the loading is applied as referred above (SL no.10 &11) wherever deviations are observed.**

12. Tenders should be free from CORRECTION AND ERASURES. Corrections if any must be attested; all amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall only be considered.

13. No revision of prices will be entertained after tenders are opened.

14. If any sales tax is payable as extra to the quoted price it should be specifically stated in quotations along with CST & VAT Number failing which the purchaser will not be liable for payment of sales tax. Our TIN 33243560005 dt.01.01.2007 & CST no 239383 DT, 11.06.1991.

15. On the due date of tender opening, only the technical bids will be opened. Technical bids will be evaluated by us and clarifications-required, if any, will be called for from the bidders on technical and commercial points. The price bids of techno-commercially suitable bidders will be opened on a later date with prior intimation to respective bidders.

16. Ranking L-1, L-2 etc. shall be done for individual items for the techno-commercially acceptable offers on landed cost to BHEL, Trichy basis and BHEL reserves the right to place order for individual items with different vendors.

17. BHEL reserves the right to increase or decrease the tendered quantity and split the tender quantity.

18. If more than one vendor become L1, than splitting of tender quantity among L1 vendors will be decided as per clause no. 28.

19. BHEL reserves the right to increase or decrease the tender quantity and split up the tender quantity among more than one vendor at the lowest acceptable price to BHEL and place order accordingly in any proportion at our own discretion.

20. Lowest price received against BHEL tenders need not be the technically acceptable one and in that case BHEL reserves the right not to consider the same. The purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject any tender in part or full without assigning any reason whatsoever.

21. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.

22. PACKING AND MARKING: The supplier shall arrange for securely protecting and packing the stores to avoid loss or damages during transit.

23. RISK PURCHASE: Alternatively the purchaser at his option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitutes therefore. The supplier shall be liable for any loss, which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in our LD clause.

24. PREFERENTIAL DELIVERY: It should be noted if a contract is placed on a higher tendered as a result of this invitation to tender in preference to the lowest acceptable offer in consideration of the earlier delivery, the seller will be liable to pay to the purchaser the difference between the contract rate and that of the lowest acceptable tender on the basis of final price F.O.R destination, including all elements of freights, Sales tax, duties and other incidents, incidental in case of failure to complete supplies in terms of such contract within the date of delivery specified in the tender and incorporated in the contract.

25. CENVAT CREDIT: If any Excise Duty is payable, the Chapter Head / Sub -head reference and the rate of the duty should be quoted. If the Tenderer is availing CENVAT credit for this input material, the effect of Performa credit should be passed on to the purchaser. Tenderer under "CENVAT" shall be preferred.

26. Any other conditions which might have been quoted by the seller and are in contravention to the terms prescribed in the order and which have not been specifically accepted in by purchaser will not be applicable to the contract.

27. "All corrigenda, addend a, amendments, time extensions clarifications, etc. to the tender will be hosted on BHEL website

(www.bhel.com) only (apart from unit website-if any). Bidders should regularly visit website(s) to keep themselves updated.

28. For item no.10:

- MSE clause is included for item no.10 only.

- Vendors will be required to submit the following documents along with the offer, to consider as MSE vendor:
- Attested copies of either EM II certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of CA (Format enclosed at Annexure-1 where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial (latest audited). Date to be reckoned for determining the deemed validity will be the date of technical bid opening. All the documents should be notarized or attested by a Gazetted officer.

In case L1 vendor from MSE:

- If L1 vendor is from a Micro / Small enterprise, the 20% earmarking provision will not be applicable. In case of more than one L1 MSE, the supply shall be shared proportionately, otherwise 100% of the total ordered quantity will be placed on L1 MSE vendor.

In case L1 vendor from Non-MSE:

- If more than one Non-MSE vendor become L1 and splitting of tender quantity among L1 vendors is possible, then quantity will be shared equally.
- If more than one Non-MSE vendor become L1 and splitting of tender quantity among L1 vendors is not possible, then all L1 vendors will be asked to submit the revised price bids (If MSE is not available).
- If more than one, both Non-MSE and MSE vendor become L1 and splitting of tender quantity among L1 vendors is not possible, then divisible quantity will be shared equally and indivisible quantity will be ordered on MSE vendor.

➤ **For item no.20 & 30:**

- In view of meagre tender quantity, special provision for MSE (20% earmarking to MSE whose prices are coming L1+15% price band) is not included.
- If more than one vendor become L1 and splitting of tender quantity among L1 vendors is possible, then quantity will be shared equally.
- If more than one vendor become L1 and splitting of tender quantity among L1 vendors is not possible, then all L1 vendors will be asked to submit the revised price bids.

29. BHEL reserves the right to negotiate with L1 bidder.

30. IMPORTANT NOTE:-Terms and conditions to be confirmed /accepted/mentioned in your techno-commercial bid and price bid should be the same without any variation/deviation. In case of variation/deviation between the techno-commercial bid and price bid, the details furnished in techno-commercial bid only are considered for evaluation.

31. The new vendors for Trichy unit will be required to furnish the following documentary proof/information along with their offers:

1. Certificate of Registration (copy of Certificate to be submitted).
2. PAN Card (copy to be submitted).
3. Banker's Information (copy of Bank Pass Book first Page to be submitted).
4. Address of your organization (Complete Postal Address with PIN Code)
5. Contact Person/s, Phone No., Mobile No., FAX No., E-mail ID.
6. Statutory documents —VAT/TIN/EXCISE REGISTRATION/SERVICE TAX REGISTRATION/CST REGN etc (copy to be furnished).

If the new vendors for Trichy unit fail to submit the above documentary proof/information, their offers will not be considered for this enquiry.

The new vendors for Trichy unit will be required to furnish the following documentary proof/information **if applicable**, along with their offers:

1. ISO Certificate (if applicable)
2. MSE Vendor Certificate/ NSIC/SSI Certificate(if applicable).
3. Experience certificate as proof of supply of similar item to any Govt.agencies/PSU/Organisations. (Copy of POs to be furnished).
4. Audit Report / IT Return (If applicable).
5. Agency Agreement with manufacturer.
6. Partnership Deed (if applicable).

32. In case of any quality rejection of materials, the supplier has to collect the materials as well as replace the materials at his own cost within the 10 days of rejection of advice. Otherwise the materials will be scrapped.

ANNEXURE A
COMMERCIAL TERMS CONFIRMATION FORMAT
(TO BE SUBMITTED IN COVER NO: 1)

SL. NO	Description	BHEL Requirements	Supplier Confirmation
1	VALIDITY	90 days from the date of tender opening	
2	PRICE QUOTED	FOR DESTINATION BHEL STORES TRICHY- 620014	
3	PACKING & FORWARDING (Whether inclusive or extra) Clearly mention the percentage or amount.	Supplier Option	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
4	EXCISE DUTY WITH CESS (Whether inclusive or extra) Clearly mention the percentage or amount.	Supplier Option	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
5	VAT / CST Clearly mention the percentage	Supplier Option	INCLUDED / EXTRA (INCASE OF EXTRA CLEARLY MENTION THE PERCENTAGE _____)
6	FREIGHT (Whether inclusive or extra) Clearly mention the percentage or amount.	Supplier Option	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
7	DELIVERY SCHEDULE	AS PER BHEL SCHEDULE	
8	PAYMENT TERMS	As per clause no.10	
9	LD CLAUSE	As per clause no.11	
10	CONTACT PERSON DETAILS	NAME: MOBILE NO.: EMAIL:	
11	FOR NEW VENDOR	Document mentioned in clause no.31 should be submitted along with the offer.	

BIDDERS SHALL SUBMIT THEIR PRICE IN THE FOLLOWING FORMAT ONLY. (TO SUBMITTED IN SEPARATE COVER NO: 2).

ENQUIRY NO.	SL	BHEL SPECIFICATION	VENDOR'S SPECIFICATION	PRICE IN RS
10				
20				

ANNEXURE B (Vendor's data)

 429 - 030/D1	BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPPALLI - 620 014 PURCHASE REQUEST FOR ENLISTMENT OF VENDORS (MFG / FB / VALVES / SB / FBC & HRSG, MISC)	FORM - B
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Ref:

Date:

SUB : REQUEST FOR REGISTRATION OF NEW VENDOR / CHANGE OF ADDRESS / ADDL. OFFICE. (EFFECTIVE FROM 05.12.2015)

SYSTEM UPDATION	STATUS	ITEMS
NEW CODE ADDITION		TRADER/AGENT
CHANGE OF NAME / ADDRESS		MANUFACTURER
ADDITIONAL OFFICE		ORDER
CHANGE/ ADDITION OF AGENT		TRIAL ENQUIRY
		RAW MATERIAL
		SUB-DELEVERIES
		PSS
		CP&SP
		R&D

ITEM CATEGORY	CRITICAL	NON-CRITICAL	MISC(*)
ITEM DESCRIPTION:		CST No.:	
		TIN No. :	
VENDOR NAME :		☎ :	
ADDRESS:		Mobile:	
		Fax No.:	
		E mail id :	
PINCODE:		PAN No:	
STATE :			
MSME Type (Please Tick the type of MSME) or Non-MSME		Micro / Small/Medium / Non-MSME	
MSME Certificate no/Date (Details must be given) for MSME vendor. Certificate needs to be attached			
Whether SC/ST (please tick the relevant category) (Community Certificate issued by competent authority shall be attached).For SC/ST category, if the firm is of partnership category and the partner is from SC/ST category, the SC/ST partner shall hold minimum 51% share to get qualified as SC/ST firm.		SC / ST	
If the Firm is SC/ST category, whether Proprietary or Partnership		Proprietary / Partnership	
If partnership firm, % share held (Value must be entered)			

VENDOR CODE :

VENDOR'S SEAL & SIGN

FOR OFFICE USE

VENDOR CODE :

EXECUTIVE / PURCHASE

HEAD / PURCHASE

APPROVED

BY SDC

Annexure-1

Certificate by Chartered Accountant on letter head

This is to Certify that M/S.....
(Hereinafter referred to as 'company') having its registered office at.....is
registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part-11) dt.....
Category: (Micro/Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the
latest audited financial year..... as per MSMED Act 2006 is as follows:

- **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.1722(E) dated October 5, 2006:

Rs..... Lacs

- **For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified

under the MSMED Act, 2006:

Rs.... Lacs

(Strike off whichever is not applicable)

The above investment of Rs..... Lacs is within permissible limit of Rs..... Lacs
for..... Micro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is.....(dd/mm/yyyy)
which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number –

Seal of Chartered Accountant