



TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

RFQ/NIT HEADER DETAIL

ORGANIZATION NAME	TRICHY, BHEL	RFQ FLOATED UNDER THE	PURCHASE POLICY
RFQ/NIT REFERENCE	2001700025 (OPEN TENDER)	POLICY	
CODE/ENQUIRY NO		RFQ OWNER/NIT	MR DURJOY KUMAR
NUMBER OF ITEMS ALREADY	1	OFFICER/ENQUIRY OWNER	PRAMANIK (AE1/PUR)
ATTACHED			
CURRENCY	ANY		
DESCRIPTION	FAREWELL KIT		
DETAILED DESCRIPTION	FAREWELL KIT		
NUMBER OF BID PART(S)	2	PUBLISHED DATE	13 Feb , 2017 9:17:09 AM

ATTRIBUTE(S)

ATTRIBUTE NAME	ATTRIBUTE VALUE
Delivery at	BHEL AT TRICHY
Inspection By	BHEL AT TRICHY
Validity of the Offer	PRICE SHOULD BE FIXED AND VALID FOR 03 MONTHS FROM THE DATE OF TENDER OPENING
Inspection	VENDORWORKS

DATE-TIME DETAIL(S)

BID START DATE	10 Feb , 2017 1:25:00 PM	BID DUE DATE	6 Mar , 2017 2:00:00 PM
BID OPEN DATE	6 Mar , 2017 2:30:00 PM		
(SCHEDULED)			

PRE-BID DISCUSSION DETAILS

PRE-BID DISCUSSION TYPE NOT REQUIRED

ALTERNATE BID DECRYPTOR(S)

USER DETAILS
MR ABRAHAM VICTOR P G (DGM/PUR)
MR NARAYANAN R (DGM/PUR)
MR DURJOY KUMAR PRAMANIK (AE1/PUR)
MR ARUNKUMAR KOTA (AE1/PUR)
MR VEERA KUMAR J (AE1/PUR)
MR RANVIJAI kumar RAVI (ENGR/PUR)

SELLER DETAIL(S)

CODE	ORGANIZATION NAME
023505	TEST (Mr test ot test)

TERM AND CONDITION DETAIL(S) - SPECIAL TERM(S)

SL. NO.	CATEGORY	DESCRIPTION
---------	----------	-------------





TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

1	SPECIAL TERM(S) 1.THIS TENDER IS EXCLUSIVE FOR MSE (MICRO AND SMALL ENTERPRISES). MSE suppliers can avail the intended benefits only if they submit alongwith the offer, attested copies of either EM II certificate having deemed validity (five years from the date of issue in acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed as per Annexure I where deemed validity of EM II certificate of five years have expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part 1 in case of two part bid). Non submission of such documents will lead to consideration of their bids at par with other bidders. No benefits shall be applicable for the enquiry if any deficiency in the above required documents is not submitted before the price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted officer. This provision for MSE will apply subject to the condition that the participating MSE meets the tender requirements. In case of any change in the MSE status of the bidder, it shall be the responsibility of the bidder to notify the change as a part of the bid document. If at a later date it comes to the knowledge of BHEL, that the change in the status has not been intimated by the bidder and the order is obtained under the premise of an MSE then BHEL would cancel the pending order against this tender and take necessary steps for suspension of the business dealing with the bidder as per the procurement policy of BHEL. 2-Tender will be processed as per our enclosed Terms and conditions. 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-IMPORTANT NOTE:-The commercial confirmation format (Annexure A) should be submitted along with the technical bid, without fail. 5-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 DGM, Purchase Department/ PSS, Materials Management/Raw Materials, 24 Building (4th Floor), Bharat Heavy Electricals Limited, Tiruchirappalli - 620 014. Email:pgavictor@bheltrty.co.in Phone no.0431-25776457. 7-Vendors should submit the following attachments along with the offer, duly filled in, sealed and signed by the vendor in technical bid (part-I):
---	--





TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

	- Annexure A (Commercial confirmation format). - Annexure B (Vendor's Data). - Annexure I (CA certificate format). The bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ serviceproviders 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.
--	--

RFQ/NIT ITEM DETAILS

SL. NO.	CODE	DESCRIPTION	QUANTITY	RFQ/NIT U.O.M	OFFER U.O.M																
10		FAREWELL KIT FOR RETIRING EMPLOYEES - 570 NOS. - MESSAGE TO BE PRINTED INSIDE THE FLAP "BEST WISHES - HAPPY RETIRED LIFE" ALONG WITH BHEMBLEM AND BHEL EMBLEM AT FRONT OF VISITING CARD FLAP. SAMPLE TO BESHOWN BEFORE BULK ORDER. SPECIFICATION - ALL DIMENSIONS ARE IN INCHES. TOWEL POCKET - 15.5 X 12, BORDER CIRCUMFRANCE 27 X 2, RUNNER BLOCK 1, CERTIFICATE POCKET - 15.5 X 10.5, GIFT BOX POCKET - 15.5 X 12, BORDER CIRCUMFRANCE - 27.5 BLOCK 2, OUTER FLAP - 15.5 X 12.5, WELD ROW 2. PRINTING: OUTSIDE RIGHT CORNER: BHEL EMBLEM - INSIDE CENTRE - BEST WISHES - HAPPY RETIRED LIFE - SHOULDER WIDTH - 1.25 - VISITING CARD POCKET - 3 X 4, INNER CARD BOARD - THICK BOARD FAREWELL KIT FOR RETIRING EMPLOYEES	570.00	NUMBER	NUMBER																
	ATTRIBUTE DETAILS	<table><tr><th>ATTRIBUTE NAME</th><th>ATTRIBUTE VALUE</th></tr><tr><td>MATERIAL GROUP:</td><td>N760</td></tr><tr><td>KILOGRAM PER UNIT:</td><td>0.00</td></tr><tr><td>Cancelable (Yes / No)</td><td>No</td></tr><tr><td>Delivery Location</td><td>TAMIL NADU</td></tr><tr><td>Vatable (Yes / No)</td><td>Yes</td></tr><tr><td>Delivery Date (i) :</td><td>25-MAR-2017</td></tr><tr><td>Delivery Qty (i) :</td><td>570</td></tr></table>		ATTRIBUTE NAME	ATTRIBUTE VALUE	MATERIAL GROUP:	N760	KILOGRAM PER UNIT:	0.00	Cancelable (Yes / No)	No	Delivery Location	TAMIL NADU	Vatable (Yes / No)	Yes	Delivery Date (i) :	25-MAR-2017	Delivery Qty (i) :	570		
ATTRIBUTE NAME	ATTRIBUTE VALUE																				
MATERIAL GROUP:	N760																				
KILOGRAM PER UNIT:	0.00																				
Cancelable (Yes / No)	No																				
Delivery Location	TAMIL NADU																				
Vatable (Yes / No)	Yes																				
Delivery Date (i) :	25-MAR-2017																				
Delivery Qty (i) :	570																				





TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

IMPORTANT NOTICE

PLEASE READ THE FOLLOWING ATTACHMENT(S) [SEPARATELY DOWNLOADABLE] ALONG WITH THIS RFQ/NIT/ENQUIRY .

RFQ/NIT/ENQUIRY - ATTACHMENTS

LABEL	FILE NAME
TERMS AND CONDITIONS	TERMS AND CONDITIONS.pdf





TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA





ANNEXURE

QUOTATIONS:

1. a. Interested bidders / Suppliers shall submit their offer through e-Procurement mode at <https://bheleps.buyjunction.in>. Offers in any other mode will not be accepted.

For Enterprise Procurement System (EPS) Bidders/Suppliers are requested to follow these steps.

REQUIREMENTS

1. A PC with Internet connectivity.
2. DSC (Digital Signature Certificate) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION)
3. The site is best viewed in Internet Explorer 9.0. If you are using Internet Explorer 10 or above then enable compatibility view available under Tools menu
4. Install Java 1.8 Update 67/72/79/77 (32 OR 64 Bit)

MANDATORY REQUIREMENT:

Suppliers interested for registration for BHEL Open Tenders should have a valid DSC (Digital Signature Certificate) before Proceeding forward for Registration. Herein a Valid DSC refers to an Active and unexpired Signing and Encryption Certificate, with specification Class III SHA 2 2048 bit.

UNREGISTERED SUPPLIER IN EPS:

Procedure for Online Registration in EPS for Open Tender Suppliers for BHEL

Please follow the below steps for registration

1. Click Register Button (Top of the Screen)
2. Please input your organization PAN No (in case of Indian supplier) or click "Foreign" in case you are an overseas Supplier.
3. Click on INTERESTED Button against the respective BHEL Unit
4. Key in your desired login id (Login Code should be 8 - 24 characters in length and can only use numeric values) If you have registered by keying in PAN No. then your desired login id will be prefixed by "OTI", In case of overseas suppliers it will be prefixed with "OTF"
5. Fill in the other details.
6. Fill in the Captcha code and click next
7. Register your Signing certificate and click next
8. Select atleast one procurement category you may be dealing in.

Once the above steps are completed, your profile will be activated by mjunction within 2 business hours. After registering follow the steps provided in "For Registered Supplier" to view RFQ.

In case of any assistance, please call the following nos for support:

033-6601 1717 (From 9:30am to 5:30pm)

NB:-

1 --BHEL Administrator or user will have no role for approving Registration and Open Tenders and DSC for Any supplier who has registered himself from the front END which is in case of OT.

FOR REGISTERED SUPPLIER IN EPS:

- a. Supplier visits EPS home page
- b. Supplier signs in with their user id and password
- c. Selects the RFQ Code and views it.
- d. Attaches themselves to the RFQ by clicking the interested button
- e. Supplier fills the bid template and makes necessary attachments
- f. Supplier submits their bid by clicking CONFIRM.

In case of any assistance, please call the following Nos for support:

033-6601 1717 (From 9:30am to 5:30pm)

- g. The Purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept in Part or full without assigning any reason whatsoever.
- h. The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgement is given by the system through bid submission number after completing all the processes and steps. BHEL and mjunction Services Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Purchaser for processing.
- i. Before uploading scanned documents if any, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.

TERMS AND CONDITIONS:

01. Offers should have a validity of minimum 90 days from the date of price bid opening. The quoted/Finalized rates shall be Firm till completion of the supplies including amendment / deviation / extension if any in quantity / date.

02. Bidders are requested to quote their offer price on F.O.R Destination (BHEL/Stores) basis only (The basic price of the material quoted in the bid should be inclusive of Packing, Forwarding, freight and transit insurance, etc.,). Ex-works offers will be summarily rejected without further clarification. However, break up for the following shall be detailed in the offer:

- i. Basic cost of cloth per Meter.
- ii. Packing & Forwarding charges if applicable.
- iii. Freight & Transit Insurance portion applicable for delivering goods to Stores / BHEL Trichy.
- iv. Taxes & Duties applicable.

03. No charges shall be indicated as "Lumpsum" or "Approximate" in absolute value. All charges like taxes and duties should be clearly specified as "percentage" of the quoted rates.

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

05. The bidder has to keep track of any changes by viewing the addendum / Corrigendum's issued by the Purchaser on time-to- time basis in the E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.

06. On the due date of tender opening, only technical bids will be opened. The 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. If no reply is received from the vendor for the clarification raised by BHEL with in the final cut-off date those vendors offer will be processed with the documents available / submitted against this tender. Offers not meeting the required specification and technical condition will be summarily rejected. The price bids of technically suitable bidders will be opened on a later date with prior intimation to techno-commercially suitable bidders.

7. 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. In the event of more than one vendor becoming L1, than all the L1 vendors will be asked to submit the revised price bid.

8. BHEL reserves the right to negotiate with L1 vendor or re-float the tender for items where, L1 price is not the lowest acceptable price; BHEL reserves the right to increase or decrease the tender quantity.

9. TERMS OF PAYMENT: Payment will be made after 45 days from the date of receipt and acceptance of materials at BHEL Trichy. Offers quoting for Advance payment / LC / thro bank payment will be rejected. Any deviation in the payment terms below 45 days shall attract loading as below.

Base rate of SBI (as applicable on the date of bid opening; Techno-commercial bid opening in case of two part bids) +6% will be considered for the loading for the period of relaxation sought by the bidder.

10. LD clause & Risk purchase clause are applicable.

(Any deviations in the LD shall attract loading to the extent of relaxation sought to which it is not agreed by the bidder at offered value).

Staggered delivery schedule

In case of staggered delivery schedule, if the Supplier fails to deliver the quantity of any line item of the P.O within the period specified in that line item, Purchaser shall deduct Liquidated Damages, 0.5% of the undelivered portion per week delay or part thereof subject to maximum of 10% of the total order value

Liquidated Damages (LD): (Any deviations shall attract loading to the extent of relaxation sought to which it is not agreed by the bidder at offered value).

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 therefor. 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 LD clause above.

11. 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 Proforma credit should be passed on to the purchaser. Tenderer under "CENVAT" shall be preferred. In case of ordering vendor should issue CENVAT invoice along with the material.

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

13. Since, this tender is exclusive for MSE suppliers, the 20% earmarking provision to MSE suppliers (whose quoted price are coming under L1+15% price band) is not applicable in this tender.

14. Conditional offers are likely to be rejected.

15. The correspondences between the bidder and BHEL through email are considered as valid document legally though not signed. It is treated as valid confirmations made on behalf of the respective company and comes under the legal ambit of the business transaction and hence binding on both the parties.

16. Disclaimer Clause: Neither the Organization (Bharat Heavy Electricals Ltd.) nor the service provider (mjunction Services Ltd.) is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.

17. Bidders participating in the tender should declare in their technical bid whether they have been black-listed / kept on hold / given Business holiday for a specified period by any Public Sector Undertaking or Government Departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to BHEL. If no such details are mentioned in the offer, it will be construed that the bidder is not under any such hold. However, at a later date if it comes to the notice of BHEL about any such hold under enforcement, BHEL reserves the right to reject the offer at any point of time and also under any stage of the finalization of the tender. Such bidders will not be permitted to participate in the further tender proceedings and will be communicated suitably.

18. BHEL reserves the right to negotiate or re-float the enquiry opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.

19. The correspondence between the bidder and BHEL through email is considered as valid document legally though it is not signed. It is treated as valid confirmations made on behalf of the respective company and comes under the legal ambit of the business transaction and hence binding on both the parties.

20. In the case of rejection, the replacement supply has to be done within 10 days from the date of intimation of rejection and also the responsibility lies with Seller to take back the rejected lot within 10 days from the date of intimation of rejection, otherwise the materials will be scrapped.

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

22. Bidders not confirming to the enquiry specifications will be disqualified.

23. The vendor should submit the following attachments along with the technical bid, duly filled in, sealed and signed by the vendor (part-I).

- Annexure A (Commercial confirmation Format).

- Annexure B (Vendor's Data).

- Annexure I (CA certificate).

24. Any communication should be addressed to the following address:

The Dy. General Manager,
Purchase Department/ PSS,
Materials Management/Raw Materials,
24 Building (4th Floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620 014.
Email: pgavictor@bheltry.co.in
Phone no. 0431-2577645

25. 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. MSE Vendor Certificate/ NSIC/SSI Certificate.
5. Address of your organization (Complete Postal Address with PIN Code)
6. Contact Person/s, Phone No., Mobile No., FAX No., E-mail ID.
7. 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. Experience certificate as proof of supply of similar item to any Govt.agencies/PSU/Organisations. (Copy of POs to be furnished).
3. Audit Report / IT Return (If applicable).
4. Agency Agreement with manufacturer.
5. Partnership Deed (if applicable)

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

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
--	--	-----------------

Ref:

Date:

SUB : REQUEST FOR REGISTRATION OF NEW VENDOR / CHANGE OF ADDRESS / ADDL. OFFICE.

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

EXECUTIVE / PURCHASE

APPROVED BY SDC

HEAD / PURCHASE

Annexure-A (Commercial terms confirmation Format)

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 TERMS AND CONDITION clause no.09	
9	LD CLAUSE	As per TERMS AND CONDITION clause no.10	
10	RISK PURCHASE	As per TERMS AND CONDITION clause no.10	
11	MSE CERTIFICATION	To be attached and please submit annexure- 1	ATTACHED / NOT ATTACHED
12	CONTACT PERSON DETAILS	NAME: MOBILE NO.: EMAIL:	
13	FOR NEW VENDOR	Documents mentioned in clause no.25 should be submitted along with the offer.	

