BHARAT HEAVY ELECTRICALS LIMITED

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

PHONE :0431-2577419
GRAMS : BHARATELEC
FAX NO: 0431-2520719
E-mail: cmuthuvel@bhel.in
Web:

429-002/A

Enquiry No	Enquiry Date	Due Date for Quotation
2001800085 - 73	03.05.2018	15.05.2018

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 Schedule Quantity	Delivery Schedule Date
10	70133A MOVEMENT PASS PRINT AND SUPPLY OF STAFF MOVEMENT PASS TO RETURN. SIZE.A6(148X105MM) SPB 54GSM PAPER.FIRST COPY IN PINK COLOUR, SECOND COPY LIGHT BLUE COLOUR, THIRD COPY BLANK WHITE COLOUR IST AND 2ND COPY LEFT SIDE PERFORATION.3COPY EACH SET 100SET EACH BOOK. SAMPLE PAPER IN A4 SIZE 3 SHEET WITH ENQ NO,VENDER SEAL,SIGNATURE. SHOULD BE SUBMITTED ALONG WITH OFFER FOR OUR EVALUATION FAILING WHICH OFFER WILL NOT BE CONSIDERED. SPECIMEN ENCLOSED FOR PRINTING MATTER BHEL LOGO,ADDRESS,STATIONERY CODE,DESCRIPTION,BOOK NO SHALL BE PRINTED ON TOP OF THE FRONT WRAPPER COVER SHEET. BEFORE BULK SUPPLY PROOF SHALL BE APPROVED BY INDENTER.	NO	850.000	850.00	14.07.18

General Note:
GENERAL NOTE:

1. The enquiry terms & conditions are enclosed.

2. Special Instruction: The provision for MSE clause is excluded in the tender.

3. Tenders/ Quotations should not be sent on any individual's name but sent only to the following address:
Tender opening cell / MM,
Room No. 26,
24 Building (Ground floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620014.

Email offers should be sent to: tender_cell@bheltry.co.in

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. KILLIVALAVAN
Senior Engineer
PURCHASE / PSS / MM
BHEL, TRICHY - 620 014.

MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,

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Web:

2001800085 / 03.05.2018 23505

4. Any communication regarding clarifications of tender should be addressed to the following:

The DGM / Purchase / PSS,
Materials Management,
24 Building (4th floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620014.

Email: pgavictor@bhel.in
Phone: 0431-2577645.

5. IMPORTANT NOTE:-The commercial confirmation format (Annexure B) 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 B) 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 B) only are considered for evaluation.
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

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Yours faithfully,
For **BHARAT HEAVY ELECTRICALS LIMITED**

R. KILLIVALAVAN
Senior Engineer
PURCHASE / PSS / MM
BHEL, TRICHY - 620 014.

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

Enclosures:

"LD clause has to be confirmed without fail."

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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. KILLIVALAVAN
Senior Engineer
PURCHASE / PSS / MM
BHEL, TRICHY - 620 014.

MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,

BHARAT HEAVEY ELECTRICALS LIMITED
(A GOVT.OF INDIA UNDERTAKING)
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPPALLI-620 014
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.*** *Sample should be submitted along with Techno-Commercial Bid where sample is insisted in the Enquiry, if sample is not received for the Enquiry where BHEL is insisted, that offer will be summarily rejected. If sample is insisted in the enquiry, then the sample should be super scribed with the enquiry sl. no for identification and evaluation. Samples without the identification will not be considered and offer will be rejected.*

2. Techno-Commercial Bid: Containing Technical details, specifications, commercial terms, delivery terms, delivery schedule, validity of offer, payment terms (except price details), GST Percentage, HSN code, acceptance for LD clause, etc. as per ANNEXURE-A**(submitted in your company letter head)** shall be put in a cover (1) and super scribed as "Techno-Commercial Bid" for Enquiry No: .....Dt: .....*Due Dt.: .....*

3. Price Bid: Containing the price details shall be put in a separate cover (2) and superscripted as "Price Bid "for Enquiry No: .....Dt.: .....*Due Dt.: ..... as per ANNEXURE –B* **(submitted in your company letter head)**

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: .....Dt.: .....*Due Dt.: .....*

Your Quotations should be sent to:
Tender opening cell/ MM,
Room No.26,
24 Building (Ground Floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620 014.

5. Tender should not be addressed to any individual's name but only by designation.

6. 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.

7. Please submit point wise compliance to our specifications, terms and conditions. **Otherwise it will be presumed that you are accepting BHEL's terms and conditions.**

8. Offer/s received after *due date* and time: *02:00 pm* will not be considered under any circumstances. Any techno commercial clarifications/request for tender due date extensions with valid acceptable reasons to be addressed to BHEL prior to 48 hours of tender due date. BHEL reserves the rights to extend the due date as per their discretion.

9. Validity of quoted rates should be maintained for 90 days from the date of Tender opening for ordering (Technical Bid). The quoted/Finalized rates shall be Firm till completion of the supplies.

10. 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). ***All the items should be supplied at our stores, BHEL / TRICHY-14 at your own cost. Offers with any other delivery conditions will be rejected.***

IMPORTANT NOTE: (I) *Delivery condition like Ex-works / Ex-godown / Transportation of materials through transport carriers from your works up to the transport carrier's office at Tiruchy and taking delivery of goods by BHEL from such office of transport carriers is not acceptable to us)*

11. 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.

12. Payment Terms (Indigenous)

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.

NOTE: 100% payment against dispatch document through bank / 90% payment against through document through bank + 10% payment after acceptance of materials / Cheque payment / payment against proforma invoice / advance payment / current cheque or post-dated cheque along with purchase order will not be accepted and those offers will not be considered.

13.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).

14. If Guarantee / Warranty period is applicable as per tender specification, No deviation permitted and **deviated offers are liable for rejection.**

15. IMPORTANT NOTE: BHEL WILL CONSIDER THE RANKING AFTER THE LOADING IS APPLIED AS REFFERED ABOVE WHEREVER DEVIATIONS ARE OBSERVED.

16. No revision of prices will be entertained at any circumstances after tenders are opened.

17. GST :

For supplies after implementation of GST i.e. after 30.06.2017, the following conditions will apply and supplier shall fully comply to the below points.

Indigenous suppliers:

I. Response to Tenders for Indigenous supplier will be entertained only if the vendor has a valid GST registration no which should clearly mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer.

II. Supplier shall mention their GSTN registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain Invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no, commercial invoice no etc., then the Invoice No which is linked/uploaded in GSTN network shall be clearly indicated), item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, etc.

III. All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).

IV. A declaration to the effect that all invoice particulars are/were uploaded in the GSTN network/ portal & all tax liability as per GST rules and regulations have been and will be discharged, shall be mentioned in the invoice. If not mentioned in the invoice, a separate declaration shall be submitted as per the requirement of BHEL.

V. All documents like Mill Test Certificate, LR copy, Guarantee/Warrantee certificate, work completion certificate, any other document mentioned in PO, shall be sent along with the vehicle/consignment. For all consignments received within the calendar month, input credit will be availed within that month in line with monthly returns filing cycle. In case of any discrepancy in the document or non-submission of documents mentioned in the PO, then BHEL will not be able to accept or account the material, in such case availing of tax credit will be deferred to next month or so.

VI. In case of discrepancy in the data uploaded by supplier in the GSTN portal or in case of any shortages or rejection in the supply, then BHEL will not be able to avail the tax credit and will notify the supplier of the same. Supplier has to rectify the data discrepancy in the GSTN portal or issue credit note (details to be uploaded in GSTN portal) for the shortages or rejections in the suppliers, within the calendar month notified by BHEL.

VII. For any such delay in availing of tax credit for reasons attributable to supplier (as mentioned above), interest (calculated @ SBI Base Rate + 6%) alongwith penalty if any will be deducted for the delayed period i.e. from the month of receipt till the month tax credit is availed, from the running bills.

VIII. Under GST regime, BHEL has to discharge GST liability on LD recovered from suppliers/contractors. Hence applicable GST shall also be recoverable from suppliers/contractors on LD amount. For this Debit note will be issued by BHEL indicating the respective supply invoice number.

18. 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 at a later date with prior intimation to respective suitable bidders.

19. Ranking L-1, L-2 etc. shall be done generally on each 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. At special circumstance ranking shall be done on compatible basis which will be indicated through Enquiry special instruction General Notes.

20. 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.

21. 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.

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

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

24. 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 previous 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 new 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.

25. The Tender Due date falling on public holiday due to any circumstances, the tender will be opened on next working day.

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 by purchaser in written will not be applicable to the contract.

27. VENDORS CURRENTLY NOT REGISTER WITH BHEL TRICHY &WISH TO PARTICIPATETO IN THIS ENQUIRY SHOULD FURNISH THE FOLLOWING DOCUMENTRY PROOF / INFORMATION ALONG WITH OFFER.

a) **Complete postal address with Pin Code.**
b) **Contact Person /s , Phone No, Mobile No, FAX No, Email ID etc.**
c) **Copy of statutory documents – VAT / TIN / EXICISE REGISTRATION / SERVICE TAX REGISTRATION / GST REGISTRATION etc**

28. For verification of data submitted towards evaluation of bidder's capability, BHEL may decide to visit the bidder(s) works. Any fact found deviating from submitted data shall make the bidder liable to be disqualified.

29. In the event of more than one vendor becoming L1 for any of the item / items, the enquiry quantity for those item / items will be shared equally among all the L1 vendors.

30. The correspondence between the bidder and BHEL through email is 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.

31. Any corrigendum related to the enquiry will be hosted in the BHEL website only, Bidders should visit the website(s) to keep themselves updated.

32. The Enquiry Number and Due Date which is super scribed on the outer cover of "Techno-Commercial Bid and Price Bid" should be same as per our enquiry number and due date, otherwise BHEL will not be considered that offer for opening and further process.

33. Delivery goods/ items should be securely and suitably packed to avoid transit damages.
34.Documents submitted with the offer shall be signed and stamped in each page by authorized representative of the bidder.

35. COMMERCIAL TERMS CONFIRMATION REQUIRED FROM THE SUPPLIER (TO BE SUBMITTED IN COVER NO: 1). The techno- commercial terms both in the offer and our enclosed format (clause 35) should be same and if any deviation/s in between the offers and enclosed format (clause 35) is found, the commercial terms as per our enclosed format will only be considered.

ANNEXURE –B

KINDLY SPECIFY ALL ENQ SL NOS AS PER BHEL ENQUIRY. (SUBMITTED IN COVER NO: 1)

ENQ SL NO	BHEL SPECIFICATIONS	VENDOR SPECIFICATIONS	WHETHER QUOTED/ NOT QUOTED
10			

COMMERCIAL TERMS CONFIRMATION REQUIRED FROM THE SUPPLIERS (SUBMITTED IN COVER NO: 1)

SL NO	DESCRIPTION	BHEL REQUIREMENTS	SUPPLIER CONFIRMATION/DEVIATION (STRIKE OUT WHICHEVER IS NOT APPLICABLE)
1	VALIDITY	90 Days from Date of technical bid opening	NON DEVIATABLE
2	PRICE QUOTED SHOULD BE INCLUSIVE OF PACKING &FORWARDING ,FRIGHT &INSURANCE	FOR-DESTINATION BHEL STORES TRICHY -620014	NON DEVIATABLE
3	GST PERCENTAGE	CGST	INCLUSIVE/EXTRA _____ %
		SGST	INCLUSIVE/EXTRA _____ %
		IGST	INCLUSIVE/EXTRA _____ %
4	HSN CODE	SUPPLIER HAS TO MENTION	
5	DELIVERY SCHEDULE	AS PER TENDER SCHEDULE	
6	PAYMENT TERMS	As per **Clause 12** of Terms and Conditions of the Enquiry (Two Part Bid)	ACCEPTED/NOT ACCEPTED
7	LD CLAUSE	As per **Clause 13** of Terms and Conditions of the Enquiry (Two Part Bid)	NON DEVIATABLE
8	CONTACT PERSON DETAILS	NAME: MOBILE NO: EMAIL :	TO BE FILLED BY VENDOR COMPULSORY
9	GUARANTEE / WARRANTY	~~REQUIRED~~/ **NOT REQUIRED**	
10	TEST CERTIFICATE	~~REQUIRED~~/ **NOT REQUIRED**	
11	SAMPLE	**REQUIRED**/ ~~NOT REQUIRED~~	
12	**MSE CERTIFICATION**	To be attached	ATTACHED / NOT ATTACHED

Vendors Seal & Signature

ANNEXURE – C

PRICE BID FORMAT OF ALL QUOTED ITEMS, IF ANY ITEM YOUR ARE NOT QUOTED SIMPLY YOU SHOULD MENTION AS "NOT QUOTED" AGAINST THAT ENQ SL NO. (SUBMITTED IN SEPARATE COVER NO: 2)

ENQ SL NO	BHEL SPECIFICATIONS	VENDOR SPECIFICATIONS	**SUPPLIER SHOULD MENTION QUOTED BASIC PRICE ONLY IN RS** (ALL OTHER TERMS ARE ALREADY QUOTED IN ANNEXURE –A)
10			

Vendors Seal & Signature