

Domain :	bhel.abcpurchase.com		
Parent department:	BHEL		
Unit name	: BHEL Trichy		
Purchase group	: FB Cons-Non PRDN	RFQ/NIT/Enquiry Officer	: DURJOYKUMAR PRAMANIK
Event ID	: 25980	RFQ/NIT/Enquiry no.	: 2001900067
Enquiry Date	: 23/04/2019 05:30:00		
Tender Description	: FAREWELL KI BAG		
Terms & Conditions	: TERMS AND CONDITIONS IS ATTACHED		
Product / service / work keywords	: Bag,		
No. of Bid Parts	: Multiple	Envelope	: Techno-commercial bid , Price bid
Type of contract	: Goods	Project duration / delivery or completion period	: 30
Download document	: Before login		
No. of items already attached	: 1	Delivery/Location At	: BHEL AT TRICHY STORES
Delivery Date	: 05/06/2019 05:30:00		
Bid submission configuration			
Base currency	: INR		
Bidding type	: NCB/Indigenous		
Key configuration			
Pre-bid meeting	: Don't allow		
Dates configuration			
Document downloading start date	: 23/04/2019 13:06:00	Document downloading end date	: 04/05/2019 14:00:00
Bid submission start date	: 23/04/2019 13:06:00	Bid submission end date	: 04/05/2019 14:00:00
Bid opening date	: 04/05/2019 14:30:00		
Document / EMD / Security fee detail			
Document fees	: Not required	EMD	: Not required
Bidding forms			

PRICE BID

PRICE BID DETAILS

MATERIAL CODE	ITEM NAME	QUANTITY	UNIT OF MEASUREMENT
0	FAREWELL KIT BAG FOR RETIRING EMPLOYEES MESSAGE TO BE PRINTED INSIDE THE FLAP - BEST WISHES - HAPPY RETIRED LIFE # ALONGWITH COMPANY EMBLEM. AND COMPANY EMBLAM AT FRONT SIDE OF VISITING CARD FLAP. ALL DIMENSIONS ARE IN INCHES :: BULK ORDER SPECIFICATION: Length 15 .5 Height 13.5 Width: 8 No Of Zips :6 (good quality Zips) Material : Bombay Rexin CERTIFICATE POCKET : GIFT BOX POCKET SHOULDER Band VISITIN CARD POCKET 3 X 4 INNER CARD BOARD THICK CARD BOARD APRIL 2019 TO MARCH 2020 TOTAL NO OF RETIREES 430 PLUS ANTICIPATED PREMATURE RETIREMENT 30 TOTOL NO :460 Sample to be shown/given before bulk supply.	460.00	NO

Information for Online Participation

Bidder who wish to participate in this tender needs to procure Digital Certificate as per Information Technology Act-2000 using that they can digitally sign their electronic bids. Bidders can procure the same from any or the CCA approved certifying agencies, or they may contact e-Procurement Technologies Ltd. at below mentioned address and they will assist them in procuring the same. Bidders who already have a valid digital Certificate need not to procure the same. In case bidders need any clarification regarding online participation, they can contact,

e-Procurement Technologies Ltd.

Corporate Office:

Address : A-201/208, Wall Street - 2, Opp. Orient Club,
Nr. Gujarat College, Ellis Bridge,
Ahmedabad - 380006, Gujarat(INDIA)

Digital Certificate Contacts

Contact Person : Mr. Himalay Vaishnav

Cell : +91-9099090830

Phone Nos. : +91-9099090830

Fax No :

e-Mail : info@abcProcure.com

Support Team Contacts

Contact Person : BHEL Support Team Ahmedabad

Cell : +91-8160087732

Phone Nos. : +91-79-68136809/871/861/823/872

Fax No :

e-Mail : Bhel.Support@abcProcure.com

Bidder who wish to participate in e-Tender need to fill data in predefined forms of Price bid available in respective tender only. After filling data in predefined forms bidders need to click on final submission link to submit their encrypted bid. Bidder need to submit Document Fees, EMD & Reference Documents in hard copy if such instruction are given by tendering authority. As Per the new Inter-operability guidelines released by Controller of Certifying Authorities(CCA), the Secured Socket Layer(SSL) certificate for a e-procurement application is generated on a new algorithm, SHA2.

Also, the Digital Certificates that will be applicable for these platforms have to be SHA2 algorithm complaint. For the same, the users have to ensure that they have Windows XP(SP3)/Windows Vista/Windows7 installed in their respective PC/Laptop. In case of Windows XP Service pack - 3, if you get any issue you can install the SSL patch, which is available at our download section of our e-Tender/e-Auction Portal and also at our corporate website www.abcprocure.com just below the label of "Knowledge section".

Fraud Prevention

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.

Preference to Make in India

For this procurement, Public Procurement (Preference to Make in India), order 2017 dated 15.06.2017 & 28.05.2018 and subsequent orders issued by the respective Nodal ministry shall be applicable even if issued after issue of this NIT but before finalization of contract/PO/WO against this NIT. In the event of any Nodal Ministry prescribing higher or lower percentage of purchase preference and/ or local content in respect of this procurement, same shall be applicable. Default margin of purchase preference shall be 20% to local suppliers with default minimum local content of 50%.



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. 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 mention 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/Warranty 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.
02. 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.
03. 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.
 - ii. Packing & Forwarding charges if applicable.
 - iii. Freight & Transit Insurance portion applicable for delivering goods to Stores / BHEL Trichy.
04. No charges shall be indicated as "Lumpsum" or "Approximate" in absolute value. All charges like taxes should be clearly specified as "percentage" of the quoted rates.

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.
07. 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.
08. 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.
09. **TERMS OF PAYMENT:** Payments for MSE Indigenous vendors will be as MSMED Act, 2006. **Any deviation in the above payment terms, any other conditions in Payment terms or any other payment terms will not be accepted and offers will not be considered.**

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).

Single delivery schedule:

If the Supplier fails to deliver the P.O quantity within the period specified in the contract, then the Purchaser shall deduct liquidated damages, 0.5% of the total order value per week of delay or part thereof subject to a 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).

11. **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.
12. **PACKING AND MARKING:** The supplier shall arrange for securely protecting and packing the stores to avoid loss or damages during transit.
13. Conditional offers are likely to be rejected.
14. 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.
15. Disclaimer Clause: Neither the Organization (Bharat Heavy Electricals Ltd.) nor the service provider is responsible for any failure of submission of bids due to failure of internet or other connectivity problems or reasons thereof.
16. 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.

17. 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.
18. Unloading at BHEL has to be done by the suppliers and BHEL will not be in a position to provide any handling / unloading facilities.
19. Bidders not confirming to the enquiry specifications will be disqualified.
20. 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 (Vendor's Data).
- Annexure B (Commercial confirmation Format).
- Annexure I (CA certificate (if applicable))

23. 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

24. 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. For MSE manufacturer (UAM with CA certificate for latest Audited Financial year).
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 —GSTIN Details (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.
- Partnership Deed (if applicable)

25. This tender is exclusively for MSE (Manufacturer only), Traders and Agents are not covered under the definition of Micro and Small Enterprises, as per MSME act and office memorandum DT.09.02.2017 (ref.F. No. 1(2)(1)/2016-MA). Hence, they are not allowed to avail the benefits extended under the PP policy. MSE manufacturer will be required to submit the following documents along with the offer; otherwise their offer will not be considered for this enquiry.

- 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.

ii. 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.

iii. All supplier (new/old) will be eligible for registration/renewal with BHEL as MSE supplier and provided at least any one of the following documents are submitted along with tender documents

a. Valid NSIC Certificate (or)

b. Entrepreneurs Memorandum part II (EM II) certificate (valid based on deemed validity of 5 years) (or)

c. EM II certificate along with attest copy of CA certificate (as per prescribed format at Annexure-I) applicable for the relevant financial year (latest audited), where the deemed validity of EM II is over

However, credential of all MSE suppliers will be verified before considering the intended benefits for MSE suppliers as per clause (i) at the time of tender evaluation.

d. Udyog Aadhar memorandum with Attested copy of latest audited CA certificate (relevant financial year as per prescribed format at Annexure-I).

26. Since, this tender is exclusive for MSE suppliers, the 25% earmarking provision to MSE suppliers (whose quoted price are coming under L1+15% price band) is not opted in this tender.

27. Offer from Non-MSE vendor will not be considered against this enquiry.

28. In case of any quality rejection of materials, the supplier has to collect the materials at his own cost within the 10 days of rejection of advice. Otherwise the materials will be scrapped and also vendor has to replace the materials at his own cost.

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

 430-004 w.e.f 31.08.17	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
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:		GST No.	
VENDOR NAME :		☎ :	
		Mobile:	
		Fax No.:	
		E mail:	
PINCODE:		PAN NO.:	
STATE :			
MSME Type (Please Tick the type of MSME) or Non-MSME		MICRO/SMALL	
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)			
If the Firm is SC/ST category, whether Proprietary or Partnership			
If partnership firm, % share held (Value must be entered)			

INDIAN AGENT'S

ADDRESS (FOR

FOREIGN SUPPLIER)

VENDOR CODE :

EXECUTIVE / PURCHASE

HEAD / PURCHASE

APPROVED

BY SDC

Annexure-B (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	GST % WITH HSN CODE. Clearly mention the percentage	Supplier Option	(CLEARLY MENTION THE PERCENTAGE WITH HSN CODE. & HSN CODE _____)
5	FREIGHT (Whether inclusive or extra) Clearly mention the percentage or amount.	Supplier Option	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
6	DELIVERY SCHEDULE	AS PER BHEL SCHEDULE	
7	PAYMENT TERMS	As per TERMS AND CONDITION clause no.09	
8	LD CLAUSE	As per TERMS AND CONDITION clause no.10	
9	RISK PURCHASE CLAUSE	As per TERMS AND CONDITION clause no.11	
10	MSE CERTIFICATION	To be attached and please submit annexure- 1	ATTACHED / NOT ATTACHED
11	CONTACT PERSON DETAILS	NAME: MOBILE NO.: EMAIL:	
12	FOR NEW VENDOR	Documents mentioned in clause no.24 should be submitted along with the offer.	