BHARAT HEAVY ELECTRICALS LIMITED

भा हे वि लि
429-002/A

(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:

Enquiry No	Enquiry Date	Due Date for Quotation
2001900122 - 50	07.09.2019	30.09.2019

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	Date
10	CD0302 CD-RECORDABLE-700MB-80MIN IN JEWEL BOX SONY/MOSERBAER/RITEK CD RECORDABLE MEDIA - 700 MB (80MIN) Capacity (CDR) - IN JEWEL BOX	NO	900.000	900.00	05.11.19
20	CM0101 MOUSE PAD ZEBRONICS/LOGITECH/TECHON MOUSE PAD	NO	400.000	400.00	05.11.19
30	CR0804 RIBBON CARTRIDGE FOR LINEMATRIX - LIPI 6 Ribbon Cartridge for Linematrix printer - LIPI 6820	NO	32.000	32.00	05.11.19
40	CR0901 BLACK RIBBON-CARTRIDGE-LQ5235 DOT MATRIX BLACK NYLON RIBBON-HD-(WITH CARTRIDGE) FOR LQ5235 DOT MATRIX PRINTER-SIZE:12.7mmX15mtrs.	NO	120.000	120.00	05.11.19

General Note:

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

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**

Reeta 07/09/19

MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,
For BHARAT HEAVY ELECTRICALS LIMITED

REETHA RACHEL VARGHESE
Senior Engineer
MM / PSS / Se...
BHEL. TRICHY

429-002/A

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:

2001900122 / 07.09.2019	23505

situation, offers shall be sent through e mail to the following mail ID only
tender_cell@bhel.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.

<u>Goods and Service Tax (GST)</u>

Indigenous suppliers:

1. Response to Tenders for Indigenous supplier will be entertained only if the vendor has a valid GST registration no which should clearly have mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer. Supplier shall mention the HSN code for each item quoted by them in the offer.
2. 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.
3. All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).
4. 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.
5. 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

429-002/A

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:

2001900122 / 07.09.2019	23505

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.
6. 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 supplies, within the calendar month notified by BHEL.
7. For any such delay in availing of tax credit for reasons attributable to supplier (as mentioned above), interest
(calculated @ SBI Base Rate + 6%) along with 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.

Import Suppliers:
1. Supplier shall mention the HSN code of each item quoted by them in the offer. The HSN shall be mentioned in the
Invoice also for each item without fail.

For this procurement, Public Procurement (Preference to Make in India), Order 2017 dated 15.06.2017 & 28.0.2018 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 and / or local content in respect of this procurement, same shall be applicable.

Default purchase preference shall be 20% to local suppliers with default minimum local content of 50%.

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.

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**

07/09/19

MANAGER / PURCHASE
(FOSSIL BOILERS)

Yours faithfully,

REETU RACHEL VARGHESE
Senior Engineer
MM / PSS / Services
BHEL, TRICHY - 620 014

BHARAT HEAVY 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.*

2. Techno-Commercial Bid: Containing Technical details, specifications, commercial terms and conditions like percentage of P&F charges, Freight & Insurance, GST, delivery terms, delivery schedule, validity of offer, payment terms (except price details), 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 super scribed 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 to the above address.

6. Tenders should be free from CORRECTIONS 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.

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-go down / 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 EFT payment after 60 days from the date of receipt and acceptance of materials.

Any deviation in the above payment terms, any other conditions in Payment terms or any other payment terms will not be accepted.

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.

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.

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

14. GST: For supplies after implementation of New GST Return System i.e. from 01/10/2019, the following conditions will apply and supplier shall fully comply to the below points.

<u>**Indigenous suppliers:**</u>

a. *Response to Tenders for Indigenous supplier will be entertained only if the vendor has a valid GST registration No (GSTIN) which should be clearly mentioned in the offer. If the dealer is exempted from GST registration, a declaration with due supporting documents need to be furnished for considering the offer. Dealers under composition scheme should declare that he is a composition dealer supported by the screen shot taken from GST portal. The dealer has to submit necessary documents if there is any change in status under GST.*
b. *Supplier shall mention their GSTIN in all their invoices (incl. credit Notes, Debit Notes) 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), Billed to party (with GSTIN) & Shipped to party details, item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, Place of Supply etc.*
c. *All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).*
d. *Invoices will be processed only upon completion of statutory requirement and further subject to following:*
    i. *Vendor declaring such invoice in Form GST ANX-1*
    ii. *Receipt of Goods or Services and Tax invoice by BHEL*
e. *As the continuous uploading of tax invoices in GSTN portal (in GST ANX-1) is available for all (i.e. both Small & Large) tax payers under proposed new GST Return System, all invoices raised on BHEL may be uploaded immediately in GST portal on dispatch of material /rendering of services. The supplier shall ensure availability of Invoice in GST portal before submission of invoice to BHEL. Invoices will be admitted by BHEL only if the invoices are available in GSTN portal (in BHEL's GST ANX-2).*
f. *In case of discrepancy in the data uploaded by the 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 or debit note (details also to be uploaded in GSTN portal) for the shortages or rejections in the supplies or additional claims, within the calendar month informed by BHEL.*
g. *In cases where invoice details have been uploaded by the vendor but failed to remit the GST amount to GST Department (Form PMT-08 or Form GST RET-01 to be submitted) within stipulated time, then GST paid on the invoices pertaining to the month for which GST return not filed by the vendor will be recovered from the vendor along with the applicable interest (currently 24% p.a) and all subsequent bills of the vendor will not be processed till filing of the GST return by the vendor.*
h. *In case GST credit is denied to BHEL due to non-receipt or delayed receipt of goods and/ or tax invoice or expiry of timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount claimed in the invoice shall be disallowed to the vendor.*
i. *Where any GST liability arising on BHEL under Reverse Charge (RCM), the vendor has to submit the invoices to BHEL well within the timeline prescribed in GST Law, to enable BHEL to discharge the GST liability. If there is a delay in submission of invoice by the vendor resulting in delayed payment of GST by BHEL along with Interest, then such Interest payable or paid shall be recovered from the vendor.*
j. *Under GST regime, BHEL has to discharge GST liability on LD recovered from suppliers/contracts. Hence applicable GST shall also be recoverable from suppliers/contractors on LD amount. For this Tax Invoice will be issued by BHEL indicating the respective supply invoice number.*
k. *GST TDS will be deducted as per Section 51 of CGST Act 2017 and in line with Notification 50/2018 – Central Tax dated 13.09.2018. GST TDS certificate which will be generated in GST portal subsequent to vendor accepting the TDS deduction in the GST portal, will be issued to the vendor.*

15. If Guarantee / Warranty period is applicable as per tender specification, no deviations are permitted and **deviated offers are liable for rejection.**

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

17. If any GST is payable as extra to the quoted price it should be specifically stated in quotations along with GST Number failing which the purchaser will not be liable for payment of GST. Our GST is 33AAACB4146P2ZL.

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. In special circumstances, 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 materials 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.

27. 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.

28. VENDORS CURRENTLY NOT REGISTERED WITH BHEL TRICHY & WISH TO PARTICIPATE IN THIS ENQUIRY SHOULD FURNISH THE FOLLOWING DOCUMENTRY PROOF / INFORMATION ALONG WITH OFFER, OTHERWISE YOUR OFFER WILL NOT BE CONSIDERED FOR EVALUATION.

a) Copy of Registration certificate
b) Banker's Information with copy of Bank Pass Book first Page.
c) Complete postal address with Pin Code.
d) Contact Person /s, Phone No, Mobile No, FAX No, Email ID etc.
e) Copy of statutory document i.e GST.
f) ISO certificate (if applicable)
g) Copy of Purchase Order & Experience certification as proof of supply of similar item to any Govt. Agencies / PSU / Organizations.
h) Balance Sheet for last three financial years along with audit report is to be submitted.
i) Partnership Deed if applicable.

29. SPECIAL PROVISIONS FOR MICRO AND SMALL ENTERPRISES (MSE) FOR MANUFACTURES ONLY AND NOT FOR THE TRADERS/DEALERS OF SERVICE CATEGORY - VIDE OFFICE MEMORANDUM CIRCULAR OF MICRO, SMALL & MEDIUM ENTERPRISES, CLAUSE – I, DT: 09.02.17)

i. 25% of the tendered quantity is earmarked for MSE in this tender.

ii. Out of the 25% tendered quantity, 3% is reserved for Women owned MSEs and 6.25% is reserved for MSE owned by SC / ST entrepreneurs. In event of failure of such Micro and Small enterprises to participate in the tender process or meet the tender requirements and the L1 price, the (3% + 6.25%) sub-target for procurement ear-marked MSE owned by Women and SC / ST entrepreneurs shall be met with other MSE enterprise/s.

iii. In case MSE vendor participating in the tender quotes within the price band of L1 + 15%, they will be allowed to supply the portion of the requirement subject to acceptance of L1 price by MSE vendor. In case of more than one such MSE, the supply shall be shared equally among them.

iv. MSE suppliers can avail the intended benefits only if they submit along with 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.

v. 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.

vi. 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, credentials of all MSE suppliers will be verified before considering the intended benefits for MSE suppliers as per clause (iv) 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).

30.1

a. 25% of the tendered quantity is earmarked for MSE in this tender. The earmarked 25% quantity will be counter offered to the MSE vendors whose rate is within L1+15% band & up to H1 of MSE. In case of non-acceptance of the counter offering of 25% reservation to MSE vendors, the total tender quantity will be ordered as mentioned in 30.1 (c). For the balance 75% of the tendered quantity, BHEL reserves the right to order the tender quantity 100% on L1 vendor. Counter offering of L1 rate will not be made with any H1 vendor of Non-MSE.

b. If L1 is from a Micro / Small enterprise, the 25% earmarking provision is not applicable.

c. If there is no response from MSE vendors the above split up of 30.1 (a) & 30.1 (b) will not be applicable and the total tender quantity will be ordered on L1 vendor. In case of more than one L1, L1 will be determined with revised price bids.

d. In case of counter offering rate does not accepted by the L2 as well as L3 vendor, such counter offer quantity also will be ordered on L1 vendor.

e. In case of tender item is non-splittable or non-divisible etc., MSE quoting price within price band L1+15% may be counter offered for full/complete supply, provided MSE Manufacturer has to match the L1 rate.

31. 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.

32. 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.

33. 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.

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

35. 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.

36. Delivery goods/ items should be securely and suitably packed to avoid transit damages.

37. Vendor should furnish data as required in Annexure – C (Attached) with Signature & Seal.

38. Pre-qualification Criteria :

i. Bidder should be a company/firm, registered/incorporated in India. Certification of incorporation is to be submitted.

ii. Bidder should be in the business of sales and service of CD, Mouse Pad and Ribbon cartridges at least for the past 3 years starting from 01.04.16. At least 1 order copy for sales of 100 Nos. of CD, Mouse Pad and Ribbon cartridges are to be submitted with customer contact details for verification.

iii. Bidder should have not been involved in any bankruptcy Issues. Bidder should give a declaration to this effect.

iv. Bidder should not be under Hold or Blacklisted by any of BHEL units as on bid opening date, for any of product or service related to IT. Bidder should give a declaration to this effect.

v. If offer is quoted by agents or traders (other than manufacturers), Letter of Authorization from manufacturer (or) Dealership Certificate should be submitted along with offer.

vi. If equivalent makes of brands mentioned for Sl. Nos. 10 & 20 are being offered, samples shall be furnished for technical evaluation.

Annexure – I

Certificate by Chartered Accountant on letter head for MSE bidder

This is to Certify that M/S ……………………………………………………………………………………….. (hereinafter referred to as 'company') having its registered office at ………………………………………………………………….. is registered under **MSMED Act 2006**, Udyog Aadhaar Memorandum(UAM) / Entrepreneur Memorandum(Part – II) **No:** …………………………………….. dtd: ……………………………., Category: ………………………………………(Micro/Small/Medium). (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:

1. 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.

2. 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 MSMED Act, 2006 :
   Rs. ………………………………..Lac.

(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 –A

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

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

ENQ SL NO	BHEL SPECIFICATIONS	YOUR SPECIFICATION	WHETHER QUOTED/ NOT QUOTED
10			

SL NO	DESCRIPTION	BHEL REQUIREMENTS	SUPPLIER CONFIRMATION
1	VALIDITY	90 Days from Date of tender opening	Non-Deviatable
2	DELIVERY REQUIREMENTS	FOR-DESTINATION BHEL STORES TRICHY -620014	Non-Deviatable
3	PACKING & FORWARDING	SUPPLIER OPTION	INCLUDED / EXTRA - INCASE OF EXTRA MENTION THE PERCENTAGE_______ OR AMONT ________
4	GST clearly mention the percentage.	SUPPLIER OPTION	INCLUDED / EXTRA - INCASE OF EXTRA MENTION THE PERCENTAGE_______
5	HSN CODE		
6	FREIGHT	SUPPLIER OPTION	INCLUDED / EXTRA - INCASE OF EXTRA MENTION THE ERCENTAGE_______ OR AMONT ________
7	DEIVERY SCHEDULE	30 Days from the date of PO	
8	PAYMENT TERMS	As per **Clause 12** of Enquiry Terms and Conditions	
9	LD CLAUSE	As per **Clause 13** of Enquiry Terms and Conditions	
10	CONTACT PERSON DETAILS	NAME: MOBILE NO: EMAIL :	
11	TEST CERTIFICATE		
12	GUARANTEE / WARRANTY		
13	MSE STATUS	Should attach the documents called for in enquiry Terms & Conditions	

ANNEXURE –B

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	YOUR SPECIFICATION	**SUPPLIER SHOULD QUOTE BASIC PRICE ONLY IN RS** (ALL OTHER TERMS ARE ALREADY QUOTED IN ANNEXURE –A)
10			

Vendors Seal & Signature

ANNEXURE –C

THE FOLLOWING DATA SHOULD BE FURNISHED BY NEW VENDOR

1. NAME & ADDRESS OF THE VENDOR	**:**	
2. CONTACT / COMMUNICATION DETAILS	**:**	**PERSON:** **LANDLINE & MOBILE NO:** **FAX NO.:** **EMAIL ID:**
3. BUSINESS TYPE	**:**	**MANUFACTURER / TRADER / AGENT**
4. BUSINESS STATUS	**:**	**MSE / NON-MSE (IN CASE OF MSE, NECESSARY DOCUMENTS SHOULD BE FURNISHED)**
5. MSE TYPE	**:**	**MICRO / SMALL**
6. MSE OWNER CATEGORY	**:**	**SC / ST (COMMUNITY CERTIFICATE SHOULD BE FURNISHED)**
7. TYPE OF MSE FIRM	**:**	**PROPRIETARY / PARTNERSHIP (IN CASE OF PARTNERSHIP FIRM, PERCENTAGE OF SHARE HELD SHOULD BE FURNISHED)**
8. GST NO (DOC. PROOF SHOULD BE FURNISHED)	**:**	
9. PAN NO.	**:**	

(SIGNATURE & SEAL)