



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       | 2661700029 (OPEN TENDER) | POLICY                |                           |
| CODE/ENQUIRY NO         |                          | RFQ OWNER/NIT         | MR ARUNACHALAM T(AE1/PUR) |
| NUMBER OF ITEMS ALREADY | 1                        | OFFICER/ENQUIRY OWNER |                           |
| ATTACHED                |                          |                       |                           |
| CURRENCY                | INR - INDIAN RUPEE       |                       |                           |
| DESCRIPTION             | Pulley for crusher motor |                       |                           |
| DETAILED DESCRIPTION    | Pulley for crusher motor |                       |                           |
| NUMBER OF BID PART(S)   | 2                        | PUBLISHED DATE        | 10 Jan , 2017 3:41:05 PM  |

## ATTRIBUTE(S)

| ATTRIBUTE NAME        | ATTRIBUTE VALUE                                                     |
|-----------------------|---------------------------------------------------------------------|
| Delivery at           | BHEL trichy                                                         |
| Inspection By         | BHEL engineers                                                      |
| Validity of the Offer | PRICE SHOULD BE FIXED AND VALID FOR 4 MONTHS FROM THE DATE OF OFFER |
| Inspection            | BHEL works                                                          |

## DATE-TIME DETAIL(S)

|                |                          |              |                         |
|----------------|--------------------------|--------------|-------------------------|
| BID START DATE | 10 Jan , 2017 2:00:00 PM | BID DUE DATE | 4 Feb , 2017 2:00:00 PM |
| BID OPEN DATE  | 4 Feb , 2017 2:30:00 PM  |              |                         |
| (SCHEDULED)    |                          |              |                         |

## PRE-BID DISCUSSION DETAILS

PRE-BID DISCUSSION TYPE NOT REQUIRED

## ALTERNATE BID DECRYPTOR(S)

| USER DETAILS                   |
|--------------------------------|
| MR B. SANJEEVI (DGM/PUR)       |
| MR CHELLIAH V (SM/PUR)         |
| MR ARUNACHALAM T (AE1/PUR)     |
| MR ASHOK ANAND RAJ S (AE1/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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|---------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | SPECIAL TERM(S) | <p>SPECIAL TERM(S)</p> <p>GENERAL NOTE:PLEASE SUBMIT YOUR OFFER IN "TWO PART BID SYSTEM" AS PERTHE ANNEXURES ENCLOSED THROUGH E-TENDER ONLY. ENCLOSURES:ANNEXURE III,IV,V,VI,VII.</p> <p>OPENING OF TENDERS:The Part I - Technical &amp; commercial bid alone would be opened on theTender opening date.The Part II - Price bid of technically suitable Bidders alone would beopened. The TechnicallySuitable Bidders would be informed about the tender opening date through e-mail.Clarifications if any required by BHEL for Technical evaluation would besought from Bidders before opening of Part II - price bid.For anyclarification the bidders may contact us through chells@bheltry.co.in , arunachal@bheltry.co.in.Submit your offer in E-Procurement website only www.bheleps.buyjunction.in.</p> <p>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 <a href="http://www.bhel.com">http://www.bhel.com</a>and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as itcomes to their notice.</p> |

## RFQ/NIT ITEM DETAILS

| SL. NO. | CODE | DESCRIPTION | QUANTITY | RFQ/NIT U.O.M | OFFER U.O.M |
|---------|------|-------------|----------|---------------|-------------|
|---------|------|-------------|----------|---------------|-------------|





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|                   |                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                 |        |        |
|-------------------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------|--------|
| 10                | 7520B1102600          | PULLEY AS PER DRG. NO. 4-M-20B-11-26385<br>NOTE: DYNAMIC BALANCING TO BE DONE. REPORT OF DYNAMIC BALANCING SHALL BE SUBMITTED ALONG WITH MATERIAL SUPPLY. PREQUALIFICATION CRITERIA: 1. Vendor should have minimum 2 years of experience in this field. 2. Previous PO details for supplying similar kind of items to BHEL and/or any other Organisation should be submitted along with offer. Otherwise offer will be rejected. 3. BHEL WILL VERIFY THE INFORMATION PROVIDED BY VENDOR. IN CASE THE INFORMATION PROVIDED BY VENDOR IS FOUND TO BE FALSE / INCORRECT, THE OFFER SHALL BE REJECTED. PULLEY 4-M-20B-11-26385 | 04.00           | NUMBER | NUMBER |
| ATTRIBUTE DETAILS | ATTRIBUTE NAME        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | ATTRIBUTE VALUE |        |        |
|                   | MATERIAL CODE:        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 7520B1102600    |        |        |
|                   | MATERIAL GROUP:       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 75MECHSPR       |        |        |
|                   | KILOGRAM PER UNIT:    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 18.5            |        |        |
|                   | Cenvatable (Yes / No) |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Yes             |        |        |
|                   | Delivery Location     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | TAMIL NADU      |        |        |
|                   | Vatable (Yes / No)    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Yes             |        |        |
|                   | Delivery Date (i) :   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 30-MAR-2017     |        |        |
|                   | Delivery Qty (i) :    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 4               |        |        |





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**

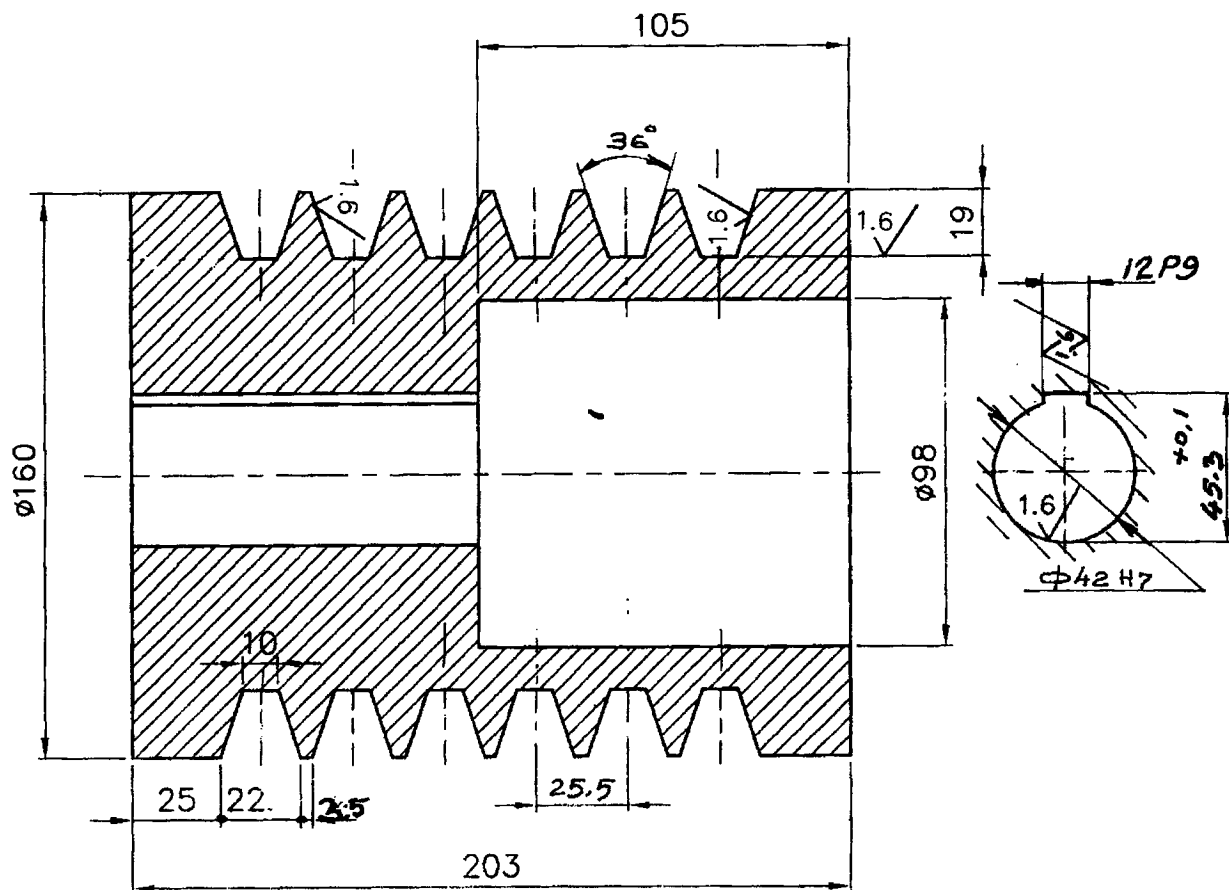
| <b>LABEL</b>                | <b>FILE NAME</b>                 |
|-----------------------------|----------------------------------|
| ANNEXURES EPS trichy stores | ANNEXURES EPS trichy stores.docx |
| DSC GUIDELINES              | DSC GUIDELINES.docx              |
| e Proc Vendor Communication | e Proc Vendor Communication.pdf  |
| 4M20B1126385 0 0            | 4M20B1126385 0 0.pdf             |



CAUTION: THIS DRAWING IS OUR SOLE PROPERTY AND SHOULD NOT BE USED IN ANY FORM FOR ANY PURPOSE WITHOUT THE WRITTEN PERMISSION OF BHARAT HEAVY ELECTRICALS LIMITED TRICHIRAPPALLI - 620 014.

ALL DIMENSIONS ARE IN MM

|       |        |           |
|-------|--------|-----------|
| 12 P9 | -0,018 | 3.2/1.6/✓ |
|       | -0,061 | ✓/✓/✓     |
| ø42H7 | +0,025 |           |
|       | +0,000 |           |



|                                            |             |                      |                         |          |                    |             |                    |          |          |
|--------------------------------------------|-------------|----------------------|-------------------------|----------|--------------------|-------------|--------------------|----------|----------|
| X                                          |             | F9 220               |                         | 19.210   | 18.5               |             |                    |          |          |
| No. of Pieces                              | DESCRIPTION |                      | MATERIAL                | STANDARD | NET.WT.IN KGS.     | DRAWING No. |                    | ITEM No. |          |
| REFERENCE:                                 |             |                      |                         |          | COMPONENT CODE: 43 |             | EQUIPMENT CODE: 11 |          |          |
|                                            |             |                      | ALTERATIONS:            |          | DCN REF            | DATE        | SIGN.              | INDEX    |          |
| SCALE                                      | DRAWN       | M.KUMARAVEL          |                         |          |                    |             |                    |          |          |
|                                            | CHECKED     | <i>R. Ramamurthy</i> |                         |          |                    |             |                    |          |          |
|                                            | APPROVED    | <i>R. Subbarao</i>   |                         |          |                    |             |                    |          |          |
|                                            | DATE        | 13-03-99             |                         |          |                    |             |                    |          |          |
| MACHINE: COAL HANDLING EQUIPMENT           |             |                      | TYPE: 45013:05 (MOVERS) |          |                    |             |                    |          |          |
| TITLE: <del>COAL CRUSHER DRIVE MOTOR</del> |             |                      | DRAWING No: //          |          |                    |             |                    |          | REV.     |
| PULLEY                                     |             |                      | 4-M-20B-26385           |          |                    |             |                    |          |          |
| (ø160X203t)                                |             |                      | No. of Sheets           |          |                    |             |                    |          | Sheet No |

MM: CP &amp; SP

**Annexure For Techno Commercial Bid**

Check List - to be filled and submitted along with Technical Bid

| BHEL Commercial Terms and Conditions for Indigenous Supplies                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Vendor's Confirmation / Comments |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| Technical confirmation to BHEL's Specification as called for in BHEL Format shall be furnished. If needed additional sheets shall be used.                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| Prices shall be <b>quoted item wise</b> only as per the model format enclosed                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                  |
| Prices shall be quoted on " <b>FIRM PRICE</b> " basis only The prices should be only on <b>F.O.R / Despatching station</b> basis with <b>Packing &amp; Forwarding</b> charges if any. <b>Applicable % of ED &amp; Sales Tax, Freight &amp; Insurance, Installation &amp; Commissioning Charges</b> should be clearly indicated                                                                                                                                                                                                   |                                  |
| <b>Validity of offer</b> shall be for a minimum period of 120 days from the date of Tender opening                                                                                                                                                                                                                                                                                                                                                                                                                               |                                  |
| Delivery period from the date of Letter of Intent / Purchase order shall be clearly mentioned in the offer                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| <b>Liquidated damages @ '0.5% per week</b> subject to a maximum of 10% of the order value shall be applicable for delay in deliveries <b>For Details Refer Annexure- v</b>                                                                                                                                                                                                                                                                                                                                                       |                                  |
| <b>Following Risk Purchase clause</b> shall be applicable<br>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 or if the same were not available, the best and the nearest available substitute therefore The supplier shall be liable for any loss which the Purchaser may sustain by reason of such risk purchases |                                  |
| <b>Payment term for supply portion:</b><br>Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials<br><b>For details Refer Annexure- v</b>                                                                                                                                                                                                                                                                                                                                        |                                  |
| Erection / commissioning: (if applicable only)<br>Erection / commissioning charges if any has been mentioned in the offer or else confirmation that Erection /commissioning shall be done at free of cost is available in the offer,                                                                                                                                                                                                                                                                                             |                                  |
| The equipment shall be guaranteed for a period of 12 months from the date of commissioning                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| Final inspection and acceptance of equipment will be after installation at BHEL, Trichy                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                  |
| The vendor shall provide necessary drawings, Test Certificates and Operating Maintenance Manuals etc., as called for in the Technical Specification, in the required number of copies at no extra cost                                                                                                                                                                                                                                                                                                                           |                                  |
| Any warranty replacement during warranty period shall be supplied free of charge on FOR BHEL, Trichy basis.                                                                                                                                                                                                                                                                                                                                                                                                                      |                                  |
| Confirm MSE vendor or not (Incase of MSE vendor necessary documentary proof shall be furnished as per Annexure VI)                                                                                                                                                                                                                                                                                                                                                                                                               |                                  |
| % of Excise Duty with cess                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| % of TAX (CST/VAT)-(INGST with FORM-17 or CST with C-FORM)                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| Packing & Forwarding Charges ( if any in % only)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |
| Percentage of Freight& transit insurance charges, if any<br>Freight charges from Dispatching station to BHEL, Tiruchirappalli<br>• Supplier should quote for F.O.R-BHEL Trichy Stores.                                                                                                                                                                                                                                                                                                                                           |                                  |
| As per Commercial terms and conditions, acceptance for participation in Reverse auction (RA).Yes/No to be indicated                                                                                                                                                                                                                                                                                                                                                                                                              |                                  |
| Name of the person for participating reverse auction                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                  |
| Land Line Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                  |
| Fax Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |
| Mobile Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                  |
| E-mail ID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                  |

## NOTE:-

- It is confirmed that all the terms and conditions stipulated In the Enquiry have been fully understood by us and all clarifications & details have been obtained.
- Your offer should be indicating applicable If any P&F Charges, % of ED, Sales Tax -CST or VAT, Service Tax), Freight, Insurance and Installation and Commissioning Charges etc., as per our Price Format
- Your specific acceptance to our Payment terms, LD & Risk Purchase Clause are essential for consideration of your offer. Other wise your offer is liable for rejection.
- No row shall be left blank. Please indicate NA, in case the item is "not applicable"

### **Annexure For Price Bid**

**Bharat Heavy Electricals Limited TIRUCHIRAPPALLI CAPITAL PURCHASE**  
**MODEL PRICE BID FORMAT FOR INDIAN BIDDERS** Annex

#### Annexure-IV

**Enquiry No. & Date:**

**Bidder's Offer No. & Date:**

| Sl No | Description of item                                                                                                                                                                                           | Unit | Quantity | Rate in Rs. | Value in Rs. |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------|-------------|--------------|
|       |                                                                                                                                                                                                               |      |          |             |              |
|       | <b>TOTAL VALUE IN RS.</b>                                                                                                                                                                                     |      |          |             |              |
|       | <b>Packing &amp; Forwarding charges in % if any</b>                                                                                                                                                           |      |          |             |              |
|       | <b>Freight&amp; Insurance Charges In % if freight charges are not mentioned it will be considered as FOR-BHEL TRICHY.</b>                                                                                     |      |          |             |              |
|       | <b>Excise Duty (indicate in %)</b>                                                                                                                                                                            |      |          |             |              |
|       | <b>A) TNGST — VAT (%)</b>                                                                                                                                                                                     |      |          |             |              |
|       | <b>B) CST with C-FORM — (%)</b>                                                                                                                                                                               |      |          |             |              |
|       | <b>C) CST without C-Form — (%)</b>                                                                                                                                                                            |      |          |             |              |
|       | <b>Approximate Net weight of the total consignment</b>                                                                                                                                                        |      |          |             |              |
|       | <b>Approximate Gross weight of the total consignment</b>                                                                                                                                                      |      |          |             |              |
|       | <b>Approximate Dimensions of the Consignment</b>                                                                                                                                                              |      |          |             |              |
|       | <b>The price indicated shall be inclusive of all accessories, spares etc. as given in the scope of supply. Individual item-wise break-up price shall be attached as an annexure to this price bid format.</b> |      |          |             |              |

**Signature & Seal of Vendor**

**NOTE:**

- 1. The price bid should be submitted only as per the above format. No row shall be left blank. Please indicate NA, in case the item is "not applicable".**
- 2. Prices shall be quoted item-wise only as per the above format.**
- 3. If Price quoted is Inclusive of ED, the included ED Value and Base Value shall be indicated Item-wise.**

| <b>Payment Term (Indigenous)</b>                                                                                                                                                                                                                                                              |                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>If materials are receivable at Stores/Trichy without PBG</b>                                                                                                                                                                                                                               | Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials.                                                   |
| <b>If materials are receivable at Stores/Trichy with PBG</b>                                                                                                                                                                                                                                  | Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials and against 10% PBG valid for the warranty period. |
| Any deviation in the above payment term will attract loading as mentioned below.<br>“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. |                                                                                                                                                           |

Offers of indigenous Suppliers with any other Payment terms will be rejected.  
If offer is received from both OEM/Manufacturer and authorized dealers or agent , then OEM/Manufacturer offer will only be considered and dealers or agent offer will be ignored.

#### **Liquidated Damages / Penalty -**

The delivery of the goods specified in the purchase order should be made within the time prescribed. LD for delay in 'Supply' and/or 'E&C' will be applicable to the delays attributed to vendor. LD will be considered separately for 'Delivery' and 'E&C'. Where the seller supplies or dispatches the goods, beyond the delivery period Liquidated damages shall be applicable 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value.

**Material Despatched after Due date:** Once the delivery due date is crossed, bills have to be clubbed till final despatch and forwarded for processing of payment as a single bunch. LD percentage will be calculated from Delivery due date to final despatch date.

The rate of LD for delayed E&C shall be @ 0.5% per week of delay of total PO value (Supply + E&C) in E&C subject to a maximum of 10% of total PO value (Supply + E&C).

For staggered delivery schedule, LD shall be 0.5% of the undelivered portion per week of the delay 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).

For the purpose of Imposing LD, the FOB delivery (B/L date) shall be considered.

#### **Guarantee / Warranty Period – (if applicable)**

Normally No deviation permitted and the deviated offers are liable for rejection.

#### **Ranking-**

BHEL will consider the ranking after the loading is applied as referred above wherever deviations are observed.

#### **Performance Bank Guarantee – (if applicable)**

Normally No deviation permitted and the deviated offers are liable for rejection.

**Fraud prevention clause:** The bidder along with its associate/collaborator/sub-contractor/sub-vendor/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.

**NOTE:-** 1. If the due date of tender opening happens to be a holiday, the tenders will be opened on the next working day.

2. BHEL reserves the right to go for a reverse auction (RA) instead of opening the submitted bid which will be decided after technical evaluation. Information and general terms and conditions covering RA are given in commercial terms and conditions.

3. Corrigendum if any, with respect to this tender will be hosted only in the website <http://www.bhel.com> or <http://tenders.gov.in>. You are requested to visit the website regularly for updates.

**Special Provisions for Micro and Small Enterprises (MSE)**

1. 20% of the tendered quantity is earmarked for MSE suppliers in this tender.
2. Out of the 20% tendered quantity reserved for MSE suppliers, 4% shall be earmarked for procurement from MSE owned by SC/ST entrepreneurs.  
Such Micro/Small Enterprises registered vendors must state the sub-category to which they belong and submit documentary proof for the same. The sub-categories are:
  - (a) Enterprises owned by Scheduled Castes.
  - (b) Enterprises owned by Scheduled Tribes.
  - (c) Enterprises owned by other than above two categories

The enterprises under (a) & (b) means the proprietor in case of single owned firm and all partners in case of partnership firm and all directors in case of private/public limited must belong to SC/ST category.
3. Incase 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 proportionately.
4. "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 of acknowledgement in EM-II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed at Annexure -VII where deemed validity of EM II certificate of five Years has 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 bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before 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."

**Certificate by Chartered Accountant**

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 - II) ..... dtd:....., Category :.....( Micro / Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as on date ..... 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.5.0.1722(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 the MSMED Act, 2006:

Rs.....Lacs

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.

Date:

(Signature)

Name -

Membership Number -

Seal of Chartered Accountant

## DSC GUIDELINES:

It should be DSC (Digital Signature Certificate) (**Class 3- SHA2- 2048 BIT-WITH BOTH SIGNING & ENCRYPTION COMPONENT SEPARATELY**)

**For Dsc GUIDELINES & steps regarding procurement & further tasks to be done to submit offer as follows:**  
**The Requirement :**

1. A PC with Internet connectivity.
2. DSC (Digital Signature Certificate)( **Class 3- SHA2- 2048 BIT-WITH BOTH SIGNING & ENCRYPTION COMPONENT SEPARATELY**)
3. JRE 1.6 must be installed in your system.

The process of utilizing e-procurement necessitates usage of **DSC (Digital Signature Certificate)( Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION)** and you are requested to procure the same immediately, if not presently available with you. Please note that only with DSC, you will be able to login the e-procurement secured site and take part in the tendering process.

The contact details of the DSC Certifying Authority as given below

|   |                      |                                                                    |   |                   |                                                                |
|---|----------------------|--------------------------------------------------------------------|---|-------------------|----------------------------------------------------------------|
| 1 | <b>e-Mudhra</b>      | <a href="http://www.e-Mudhra.com">http://www.e-Mudhra.com</a>      | 5 | <b>NIC</b>        | <a href="http://www.safescrypt.com">www.safescrypt.com</a>     |
| 2 | <b>GNFC</b>          | <a href="http://www.ncodesolutions.com">www.ncodesolutions.com</a> | 6 | <b>Safescrypt</b> | <a href="http://www.safescrypt.com">www.safescrypt.com</a>     |
| 3 | <b>IDRBT</b>         | <a href="http://www.idrbtca.org.in">www.idrbtca.org.in</a>         | 7 | <b>TCS</b>        | <a href="http://www.tcs-ca.tcs.co.in">www.tcs-ca.tcs.co.in</a> |
| 4 | <b>MTNLTrustline</b> | <a href="http://www.mtnltrustline.com">www.mtnltrustline.com</a>   |   |                   |                                                                |

### (Other )DSC Contact details:

Ms. Solly (M/s. R3 eConsulting Pvt Ltd)

Mobile : 9444841015

Tel Nos. 044 2815 2670 / 72 / 4207 0906

Email : [chennai@sgs-ds.com](mailto:chennai@sgs-ds.com),

[soy@saspartners.com](mailto:soy@saspartners.com)

[chennai@saspartners.com](mailto:chennai@saspartners.com)

We have finalized the e-procurement service Provider as,

**M/s m Junction services Limited, Kolkata**

Godrej Water Side, 3rd Floor, Tower-1, Plot-V, Block - DP

Sector - V, Salt Lake , Kolkata-700091, West Bengal , INDIA

Please get in touch at below numbers for any issues related to bid submission in EPS.

| SL | NAME                         | e-Mail ID                                                        | Land Ph No                                                                                                                                                                                                            | ROLE                      |
|----|------------------------------|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 1  | <b>Mr. P Peter Raj -</b>     | 'peter.raj@mjunction.in'                                         | 09942069052                                                                                                                                                                                                           |                           |
| 2  | <b>HELP DESK</b>             | eps.customercare@mjunction.in                                    | Landline : 033 – 66106217 / 6013 / 6426 / 6176 / 6046 (From 9:30am to 5:30pm)<br><br>033-66106426/6217/6013/6046/6176<br>9163348283/9163348284/9163348285<br>/9163348286/8584008116<br><b>(From 5:30pm to 8:30pm)</b> |                           |
| 3  | <b>Mr. Harish Kumar Ramu</b> | harish.ramu@mjunction.in                                         | - Cell No 09840704941                                                                                                                                                                                                 |                           |
| 4. | DHANARAJ.P                   | p.dhanaraj@mjunction.in<br><u>panneer.dhanaraj@mjunction.in;</u> | <b>(+91) 9500199108,</b><br><b>(+91) 9282403700</b>                                                                                                                                                                   | Customer Relationship Mgr |
| 5  | <b>Saumendu Neogi</b>        | saumendu.neogi@mjunction.in                                      | <b>(+91) 9163348205</b>                                                                                                                                                                                               | PROJECT MANAGER           |

|   |                 |                             |                  |                  |
|---|-----------------|-----------------------------|------------------|------------------|
| 6 | R. Vishwanathan | r.vishwanathan@mjunction.in | (+91) 9163348242 | Business Analyst |
|---|-----------------|-----------------------------|------------------|------------------|

After procurement of Digital Certificate kindly follow the process below **for properly login into the BHEL EPS portal.**

1. Please install JRE 1.6 and your Digital Certificates ( Class 3 ) for sign in and encryption.
2. Please install net meeting software like TeamViewer ([www.teamviewer.com](http://www.teamviewer.com)) for online support.
3. You are required to login to <https://bheleps.buyjunction.in> and click **Sign in**
4. Key in your login code and password and click **Enter**
5. System will ask you to change password,
6. Again login with new password
7. System will show sign in certificate, Select your sign in certificate and click **OK**
8. You will be logged out automatically
9. Contact Buyer for certificate approval
10. After your certificate is approved by Buyer, login again with login code and new password
11. Select Digital certificate
12. On the top right hand margin you will find "**Digital Certificate**" Click on "**Digital Certificate**"
13. Select "**For Encryption**" Radio button if you have **2048** bit certificate. Else you select "**Both**" Radio button if you have **1024** bit certificate.
14. System will display your encryption certificate, Select the same
15. New window will appear showing thumbprint of certificate, Click "**CLOSE**"
16. Then Click "Exit"

**Now follow the steps for submission of the tender.**

Go to "**TENDERS**" and then click on then "**VIEW**" button. Than select status as "**OPEN FOR QUOTATION SUBMISSION**" and click on the "**ENTER**" button. This will display all the eligible RFQs and then you can click on the relevant RFQ to view all the RFQ details.

- After clicking on the RFQ you would be able to see the RFQ details.
- To view all the items attached to the RFQ, you can click on "**VIEW ITEMS**" button. By clicking on "**BACK**" you can go back to the RFQ header. Now you need to click on "**Response to RFQ/NIT**".
- You will be landed to the RFQ/NIT details page where you will be able to see the Item details..
- To go back to the RFQ you have to click on the "**BACK TO RFQ**" button.
- To respond to the RFQ you have to click on "**RESPOND TO RFQ/NIT**" button and you will be taken to the Terms And Condition page.
- To participate in the RFQ you have to choose the first option (i.e "**I have understood the RFQ/NIT in full and agree to submit quotation for the same on behalf of my organization**") and click on "**ENTER**" button.
- You will be then taken to the **ADD QUOTATION** page where you have to click on "**ADD QUOTATION**" and fill in the relevant bid details.
- You will be taken to the techno-commercial page where you have to fill the relevant fields.
- To add any techno-commercial documents you have to click on "**ADD ATTACHMENT**" button than you have to click on the "ADD ROW" button.
- Then insert **LABEL** name, **FILE** Name and then attach the required file by clicking on the BROWSE option. Now click on the "**SIGN FILE**" button, now the system will ask for the encryption DSC and after successful verification you have to click on "**ATTACH/DETACH**" button for successful file attachment.
- Then click on "**GO TO HEADER**" button to go back to RFQ Header.
- The system will again ask for the Certificate and after successful verification you will be landed to the techno-commercial page.
- After successful verification of the certificate you have to click on "**SAVE AND GOTO ITEMS**" button to put the basic price for the items.
- Again the system will ask for DSC and you have to select you DSC.
- You have to put the basic price in the basic price column and then Click on the "**SAVE AND GOTO HEADER**" button
- Again the system will ask for DSC and you have to select you DSC.
- To submit the quotation click on "**SUBMIT QUOTATION**" button
- After successful verification of DSC, you can submit your quotation by clicking on the "**CONFIRM**" button.

After successful submission of your quotation the system will show that your quotation has been submitted successfully.

You are requested to submit the bid well before the due date to avoid the last minute issues.

Please download the Supplier Manual from the below link

[https://bheleps.buyjunction.in/BQEPS/html/Standard%20Documents/BHEL\\_Supplier%20Manual.pdf?OWASP\\_CSRFTOKEN=NXKI-NQ4W-2YMN-OJIA-0X2D-O3AW-CLN0-R2NX](https://bheleps.buyjunction.in/BQEPS/html/Standard%20Documents/BHEL_Supplier%20Manual.pdf?OWASP_CSRFTOKEN=NXKI-NQ4W-2YMN-OJIA-0X2D-O3AW-CLN0-R2NX)

## e- Procurement – BHEL TRICHY

Dear Sir/Madam,

BHEL Trichy has implemented e-Procurement and it is going to be the way of working in future.

### The Requirement :

1. A PC with Internet connectivity &
2. DSC (Digital Signature Certificate)( **Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION**)

### The following are the benefits of e-Procurement Process.

1. Ensuring no offer is missed due to last minute submission, postal delays etc.
2. Reduced Tendering & ordering cycle time
3. Economical, smoother & speedy communication
4. Greater Transparency
5. Big step towards paperless procurement process, Minimal human error
6. No geographical barriers
7. Vendor gets alerts regarding issue of new tender enquiry, amendments, clarifications etc
8. Submission of offer from the comforts of their office from any location
9. On line clarifications
10. Direct Cost Savings such as reduced Paper costs, reduced printing costs, reduced mailing costs, reduced telephone costs and reduced fax costs.

BHEL has finalized the e-procurement service Provider

### M/s m Junction services Limited, Kolkata

Godrej Water Side, 3rd Floor, Tower-1, Plot-V, Block - DP  
Sector - V, Salt Lake, Kolkata-700091, West Bengal, INDIA

Please get in touch with them immediately. The contact details of the service provider is given below:

| SL | NAME       | e-Mail ID                                                                        | Mobile No                                    | ROLE                       |
|----|------------|----------------------------------------------------------------------------------|----------------------------------------------|----------------------------|
| 1  | DHANARAJ.P | <a href="mailto:panneer.dhanaraj@mjunction.in">panneer.dhanaraj@mjunction.in</a> | (+91) 9500199108                             | Customer Relationship Mgr. |
| 2  | HELP DESK  | <a href="mailto:eps.customercare@mjunction.in">eps.customercare@mjunction.in</a> | 033 – 66106426 / 54<br>9163348104,9231027017 |                            |

The process of utilizing e-procurement necessitates usage of DSC (Digital Signature Certificate)( **Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION**) and you are requested to procure the same immediately, if not presently available with you. Please note that only with DSC, you will be able to login the e-procurement secured site and take part in the tendering process.

The contact details of the DSC Certifying Authority as given below

|   |               |                                                                    |   |            |                                                                |
|---|---------------|--------------------------------------------------------------------|---|------------|----------------------------------------------------------------|
| 1 | e-Mudhra      | <a href="http://www.e-Mudhra.com">http://www.e-Mudhra.com</a>      | 5 | NIC        | <a href="http://www.safescrypt.com">www.safescrypt.com</a>     |
| 2 | GNFC          | <a href="http://www.ncodesolutions.com">www.ncodesolutions.com</a> | 6 | Safescrypt | <a href="http://www.safescrypt.com">www.safescrypt.com</a>     |
| 3 | IDRBT         | <a href="http://www.idrbtca.org.in">www.idrbtca.org.in</a>         | 7 | TCS        | <a href="http://www.tcs-ca.tcs.co.in">www.tcs-ca.tcs.co.in</a> |
| 4 | MTNLTrustline | <a href="http://www.mtnltrustline.com">www.mtnltrustline.com</a>   |   |            |                                                                |

Your early action in this regard is highly solicited.

Regards