



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

RFQ/NIT HEADER DETAIL

ORGANIZATION NAME TRICHY, BHEL RFQ FLOATED UNDER THE WORKS POLICY
POLICY
RFQ/NIT REFERENCE 2681700028 RFQ OWNER/NIT MR Tapas Majee(AE1/PUR)
OFFICER/ENQUIRY OWNER
CODE/ENQUIRY NO
RFQ/NIT TYPE OPEN TENDER
NUMBER OF ITEMS ALREADY 1
ATTACHED
CURRENCY INR - INDIAN RUPEE
DESCRIPTION Financial Lease for establishment of CCTV system in Chennai Guest House
DETAILED DESCRIPTION -
NUMBER OF BID PART(S) 2

ATTRIBUTE(S)

ATTRIBUTE NAME	ATTRIBUTE VALUE
Nature of work	WORKS CONTRACT WITH SUPPLY OF MATERIAL AND SERVICE
Type of Work	Maintenance Work
Type of Work - If Others	Financial Lease
Area of work	BHEL Guest House, Chennai
TAX CREDIT	CENVATABLE
VALUE OF BHEL SUPPLIED ITEMS	1(VALUE)
Individual Ll/Cumulative Ll	Cumulative
PRICE VARIATION	The unit rates shall remain firm & fixed till the execution of contract
EARNEST MONEY DEPOSIT	EMD Amount Rs. NIL
SECURITY DEPOSIT	NIL
TERMS OF PAYMENT	Quarterly Payment at the end of every quarter for actual work Completed on Submission of invoice in triplicate, based on work measurement duly certified by Area In charge.
TERMS OF PAYMENT - If Others	As per tender documents
SPECIAL TERM	as per attachment
PERIOD OF WORK	5 years lease
QUOTATION VALIDITY	AS PER THE TENDER DOCUMENT

DATE-TIME DETAIL(S)

BID START DATE 30 Nov , 2017 2:15:00 PM BID DUE DATE 14 Dec , 2017 2:00:00 PM
BID OPEN DATE 14 Dec , 2017 2:30:00 PM
(SCHEDULED)

PRE-BID DISCUSSION DETAILS

PRE-BID DISCUSSION TYPE NOT REQUIRED

ALTERNATE BID DECRYPTOR(S)

USER DETAILS
MR Admin SANJEEVI B(SDGM/PUR)
MR MAYANK SHRIVASTAVA(SR.ENGR/PUR)
MR Tapas Majee(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
---------	----------	-------------





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

1	SPECIAL TERM(S)	SPECIAL TERM(S) 1. Please submit your detailed offer in two part bid system online i.e. Part-I. Technical Bid + Checklist (Annexure-A) + Unpriced bid indicating taxes & duties (Annexure-B). Part-II. "PRICE BID". Model price bid format (i.e. Annexure-B) is provided in the attachment. This has to be duly filled-in, signed and attached as PDF copy while submitting the online bid. 2. Online tender details are furnished in Annexures. All the relevant documents in the attachments have to be appropriately filled-in, duly signed & rubber stamped and submitted online. The online offer should be submitted on or before the due date at 14:00 hrs. 3. Point-to-point confirmation to BHEL's specification and commercial terms & conditions shall be provided. The supplier must fill and submit all the Annexures as indicated in the list of attachments. Annexure-A & Annexure-B (with taxes and duties, without indicating prices) should be filled and submitted along with the technical bid, else your offer will be rejected. 4. Offers with validity of less than 120 days and non-acceptance of LD & RP clause and Reverse Auction will lead to rejection of submitted offer. 5. If the due date of tender opening happens to be a holiday, the tenders will be opened on the next working day. 6. All clarifications may be sought at least ten days prior to tender due date, from us through our Fax no. +914312520719 or e-mail. 7. BHEL reserves the right to go for a Reverse Auction (RA) instead of opening the submitted sealed price bid, which will be decided after technical and commercial evaluation. Information and general terms and conditions covering RA are given in commercial terms and conditions (Annexure-A/Point No.17). 8. Order shall be placed on single vendor on cumulative L-1 basis for total package. 9. BHEL will consider MSE vendor as per Government guidelines. Though BHEL considers MSE vendor as per Govt. guidelines but as this tender will be evaluated on single package basis to successful L-1 vendor, tender will not be split to MSE vendor if they are L-2 or above ranking in the tender and within 15% of L-1 vendor's price band. 10. Vendor has to mandatorily submit the GST information as per attached Annexure-E. 11. 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. 12. List of Attachments: a. Qualifying Criteria: Annexure-I; b. Technical Specification: Annexure-II; c. Other Terms & conditions: Annexure-III; d. No Deviation Certificate: Annexure-IV; e. Non-disclosure Agreement: Annexure-V; f. Commercial Terms & Conditions: Annexure-A; g. Price Bid Format: Annexure-B; h. CA certificate for MSE vendors: Annexure-C; i. GST Information: Annexure-E; k. DSC Guidelines; l. e-Procurement communication; m. Scope of Supply: Annexure-VI. 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.
---	-----------------	--

RFQ/NIT ITEM DETAILS

SL. NO.	CODE	DESCRIPTION	QUANTITY	RFQ/NIT U.O.M	OFFER U.O.M
10		Financial Lease (rental and guarantee) for the establishment of CCTVsystem for Chennai Transit House.Lease rental contract for CCTV- CHENNAI	01.00	Activity Unit	Activity Unit
	ATTRIBUTE DETAILS	ATTRIBUTE NAME		ATTRIBUTE VALUE	
		MATERIAL GROUP:		SCAPLEASE	
		KILOGRAM PER UNIT:		0.0	
		Cenvatable (Yes / No)		Yes	
		Delivery Location		TAMIL NADU	
		Vatable (Yes / No)		Yes	
		Delivery Date (i) :		30-JAN-2018	
		Delivery Qty (i) :		1	

IMPORTANT NOTICE

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

RFQ/NIT/ENQUIRY - ATTACHMENTS

LABEL	FILE NAME
Annexure-I Pre Qualification Criteria	Annexure-I Pre Qualification Criteria.docx





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

Annexure-II GH CCTV Spec V 1	Annexure-II GH CCTV Spec V 1.docx
Annexure-III Other Terms Conditions	Annexure-III Other Terms Conditions.docx
Annexure-IV n V	Annexure-IV n V.docx
Annexure-A	Annexure-A.docx
Annexure-B Model Price Bid	Annexure-B Model Price Bid.docx
Annexure-E	Annexure-E.pdf
Annexure-VI-Scope of Supply	Annexure-VI-Scope of Supply.docx

ITEM - ATTACHMENTS

SERIAL NO.:10

CODE:

LABEL	FILE NAME
Annexure-VI-Scope of Supply	Annexure-VI-Scope of Supply.docx



SCOPE OF SUPPLY

Annexure-VI

CHENNAI TRANSIT FLAT/BHEL HPBP - 8 Nos

Total Installation and maintenance of the wireless based CCTV surveillance system on 5 year Financial Lease (rental and guarantee) contract basis, consisting of the following:

Design, development, manufacture, supply, assemble, transport, install all the hardware & software, configuring, testing, commissioning and Maintenance of wireless based CCTV surveillance system as per specifications enclosed and prove the performance of complete system.

The system should be able to meet the following requirements (but not limited to):

1. Complete wired/Wireless integration of 8 no. of cameras for CHENNAI TRANSIT FLAT/BHEL through Wireless technology. Complete design, development, installation, commissioning and Maintenance of the networking components involved in the total system, bandwidth calculation, all statutory requirements for setting up the wireless networking is under vendor's scope.
2. Integration of all the cameras with the Video management software and continuous transfer of the videos recorded to the monitor at Cauvery Guest House/BHEL, Trichy is completely under vendor's scope. All the software requirements should be as per BHEL's requirements and proving out the analytics and other features as per BHEL's requirements.
3. Integration of the cameras with the application server and the storage server and proving out the capacity of the storage server for 1 month continuous recording.
4. Proving out the total performance of the system from the cameras till the storage server.
5. The system should comply with ISMS (Information security management system)
6. Comprehensive Maintenance of entire system for a period of 5 years and maintaining 98% uptime.
7. During Installation, required tools, Man power etc. will be the Contractor's scope.

**Supply, Installation, Commissioning & Testing of CCTV surveillance system at
BHEL Transit Flat, Chennai**

ANNEXURE-I

PRE-QUALIFICATION CRITERIA

Only those vendors who satisfy the following conditions will be qualified to participate in the tender:

Sl. No.	Description	Vendor's Confirmation
1.	The vendor should have valid license/ registration to carry out the said work. Any other license if required from local authorities / body to be obtained by the bidder at his own cost.	
2.	The vendor should have at least 5 year experience in similar field with Govt, Public and Private Organization.	
3.	The average annual turnover of the vendor should be a minimum of Rupees 2 core per annum during the last three financial years.(Copy of the audited accounts duly certified/attested by auditor, Chartered Accountant should be enclosed for each year)	
4.	There should be no case or charge under investigation, enquiry or trial against the bidder or any conviction in a court of law nor should the bidder have been suspended, black listed or banned by any organization / Government on any grounds. Self-declaration to the above effect should be submitted.	
5.	The vendor should have enough qualified networking engineers with minimum technical qualification and experience in networking.	
6.	Should have their technical support staff who shall be available on call basis, to meet exigencies at Chennai and Trichy.	
7.	The vendor should have the required capability / inventories to rectify, /replace damaged, defective, nonfunctioning equipment.	

**Supply, Installation, Commissioning & Testing of CCTV surveillance system at
BHEL Transit Flat, Chennai**

Annexure-II

Assuming all sites mentioned in table 1 are connected with the Internet, provision has to be made for:

1. Monitoring live camera feed from all the locations mentioned table 1 at the central monitoring facility
2. Recording camera feed from all the locations mentioned table 1 at the central recording facility

The Vendor shall make own arrangement for broadband connections at the site locations for connecting with other sites.

The Vendor shall provide total bandwidth calculation required at each level from the camera to the server in the technical bid.

The Vendor shall provide the complete networking layout with the components involved to BHEL.

Network shall be configured to display the camera feeds in multiple sites without lag and recording at the centralized recording facility simultaneously.

All the networking components involved should be of same make.

Network cabling shall be done neatly using CAT 6 cable in casing.

Power Supply:

The Vendor shall provide adequate no. of UPS with Surge Protector for all the locations mentioned in table 1.

UPS shall have sufficient capacity to supply all the CCTV cameras and networking hardware in the site for 3 hours continuously in case of a power outage.

In case of power failure, the central monitoring & recording facility should work on its UPS backup for minimum 3 Hours.

Power cabling shall be done neatly using LS0H cables in casing / PVC conduits.

Monitoring Workstations:

Vendor shall supply 2 monitoring workstations (1 for site and 1 for central monitoring facility at Trichy Cauvery Guest House)

The monitoring workstations shall have the necessary hardware and software to integrate all the cameras of CCTV system with all required features.

The monitoring workstations shall display real-time camera feeds from number of cameras.

The monitoring workstations shall provide live video view, historical video search & playback support alarm management, front end control features to an operator.

The Vendor shall provide necessary fixtures, furniture, wall mountings monitoring workstations.

CCTV Specification

Scope of Work:

Supply, Installation, Commissioning & Testing of CCTV surveillance system with all accessories, electrical and networking work at BHEL transit flats located at Chennai along with 5 years Comprehensive AMC.

Camera:

All cameras should be of same make.

Fixed IP camera:

Minimum Video Resolution: 1.3 Mega Pixel

Aspect ratio: 16:9

Protocol support: TCP/IP, UDP/IP (Unicast, Multicast IGMP)

Type: Indoor, Day/Night functionality, Zoom-In, Zoom-Out

Maximum Frame Rate: 25 FPS

Operating temperature: 5° to 50°C

Operating Humidity: 90% (non-condensing)

Video compression: H.264, MPEG-4, JPEG

Audio support: with built in microphone

Standard Approvals: CE/EN and FCC/RoHS certified

Camera Features: Motion Detection, Configuration, control command including clock synchronization, Digital Zoom, firmware up gradation, Automatic Gain Control (AGC), Backlight compensation (BLC) etc.

Networking:

TCP/IP based network to be used for connectivity between the cameras.

The deployment of the network, including supply of necessary hardware and cabling work, is under the scope of the Vendor.

Wired Ethernet network to be established in all sites mentioned in table 1 to connect CCTVs and other necessary components.

All locations mentioned in table 1 shall have a workstation for local monitoring of camera feeds.

All monitoring workstation should support viewing live or recorded camera feed at the maximum video resolution of the camera.

The monitoring workstations shall support audio-video playback during recording without any interruption.

The monitoring workstations shall support automatic layout function to switch between multiple cameras.

The monitoring workstations should be able to display camera current status and relevant information including camera name, time-date, and network status, recording status, storage status, video loss, triggered events and fault alarm status.

The monitoring workstations shall have forward, backward playback facility from the storage server with adjustable playback speed

Minimum technical specification for monitoring workstations:

Processor: Intel core i5 750 2.66 GHz

System Memory (RAM): 4 GB

Optical Drive: DVD-R

Hard Disk Drives: 500GB

Network Interface Card (NIC): Dual or compatible pair of NICs, 1 Gbps

Human Interface: 102-key keyboard, mouse & Joystick

USB: Min. 1 USB 3.0 port

Graphics Adapter: 1GB Independent Graphic Card

Operating System: Windows® 7 Professional 64-bit or Higher

Anti-virus: Suitable anti-virus software must be installed

Display: 32 Inches colour LED monitor

Storage server:

Storage server shall able to receive and store videos from all the cameras mentioned in table 2 simultaneously.

The storage server shall have enough disk capacity to store video feed from all the all the cameras mentioned in table 2 at 1280 x 1024 video resolution (@ 25 FPS) with audio for a period of 60 days.

The storage server shall have hot swappable disks in a RAID 5 array with 1 spare disk.

Video records search function by camera, date, event type and time segments shall be provided.

**Supply, Installation, Commissioning & Testing of CCTV surveillance system at
BHEL Transit Flat, Chennai**

Annexure-II

Facility shall be provided for exporting selected images and videos to directly to CD/DVD or USB drives.

The video storage server should allow retrieval of data instantaneously at any date / time interval chosen through search functionality from monitoring workstations.

General specifications:

The Vendor shall provide soft copy and hard copy of complete system documentation, technical literature including technical catalogues, maintenance and service manual, user manual of the components like cameras, networking devices, monitoring workstations, storage servers, software , details of configuration, various wiring diagrams, layout, marking and labeling, running instructions etc. to be submitted. (4 sets)

The system should operate in both Day & Night automatically.

Recording and viewing should be done simultaneously.

Maintenance:

The Vendor shall be responsible for the continuous and smooth operation of the entire system for the lease contract period.

The Vendor shall have back up support from OEM during contract period the components related hardware and software of the entire system to ensure availability of spares and services.

The Vendor shall attend any failure in the system within a period of 2 days.

The Vendor shall checkup UPS battery every month to ensure backup time.

The Vendor shall ensure anti-virus update every month.

Table 1: Site Details

Sl. No.	Sites
1	BHEL Chennai Guest House, Chennai

Table 2: Camera Location Details

Sl. No.	Place	Camera Location	Camera Type	Qty.
1	Chennai Guest House	Front Entrance	Fixed	1
2	Chennai Guest House	Lobby	Fixed	1
3	Chennai Guest House	Office Room	Fixed	1
4	Chennai Guest House	Corridor (Ground Floor)	Fixed	2
5	Chennai Guest House	Corridor (First Floor)	Fixed	2
6	Chennai Guest House	Rear Exit	Fixed	1
				8

Other terms & Conditions of the Tender

1. Delivery Terms: FOR Destination

The Bidder shall be responsible for timely delivery, installation & commissioning of all the Hardware/software given in the scope of supply/work at the BHEL's premises. All the Hardware/software shall be delivered within 8 weeks from the date of placement of order and successfully installed and commissioned within 2 weeks from the date of delivery of all hardware/software

2. LD Clause:

Delivery of all the equipment shall be within 8 weeks from date of placement of PO. Penalty will be levied in case of delays @ ½ % per week of delay, of total outright value of all items ordered, subject to a maximum of 10%.

3. Risk Purchase Clause: Applicable

4. Payment Terms:

Lease period will start after issue of Commissioning Certificate by BHEL Trichy. The payment of Financial Lease (Rental and Guarantee) contract charges will be made on quarterly basis after completion of each quarter and submission of invoice(s) in triplicate. Payment will be released within 30 days from the date of certification by BHEL. Uniform rental rate will be paid in all quarters.

The first quarter Financial Lease (Rental and Guarantee) payment will be due after completion of the quarter from the date of successful completion of installation & acceptance by BHEL (calendar quarter basis). An installation certificate will be issued by BHEL after completing the Acceptance Test Procedure (ATP) terms. Thereafter, payment will be made at the end of each quarter.

5. The quarterly leased rental payment will commence only after:

- a) Successful commissioning of the actives and signing of commissioning certificate, and supply and installation of passives
- b) Signing of Bipartite Lease Agreement (Before starting of project, bipartite financial lease agreement to be executed between BHEL, Trichy and L-1 bidder as per the BHEL format).
- c) Proof of maintenance contract with OEM for the total duration of 5 years.

6. Service Level Agreement:

- a) Bidder shall be responsible for continuous and smooth operations for the entire lease period.
- c) Maintenance and service shall cover services, repairs and replacements necessary to keep the hardware and software in good working conditions.
- d) Bidder shall maintain sufficient spares suitably to ensure immediate attention in case of any break down.
- e) As the vendor is responsible for the supply of spares and non-availability of services due to want of spares will be treated as downtime. Hence vendor shall maintain sufficient stock of spares and consumables at BHEL premises.

7. DEDUCTION FOR DOWNTIME:

DOWNTIME CALCULATION FOR THE SUPPLIED EQUIPMENT & SERVICES:

Vendor shall be responsible for running the system at the uptime of 98% per month or higher. The deduction for downtime will be as mentioned below.

Deduction from payments will be made for non-availability of any of the equipment for any downtime of 1 Hr. or more during the entire Financial Lease (Rental and Guarantee) contract period as detailed below. The downtime will be calculated on hourly basis per month on 24 hours basis.

DOWNTIME CALCULATION:

Deduction from payments will be made based on downtime of equipment(s) monitored on daily basis. The amount to be deducted will be calculated as per the deduction formula given below:

If equipment 'X' is down for > 1 Hours in a day: Say for 8 Hrs. Quarterly Financial Lease (Rental and Guarantee) amount of entire system is Rs. A Then the deduction for an equipment will be:
Rs. $(A / 90) * (8/24)$

At the end of the contract period if any equipment is found down, final payment for the contract will be made only after system is made up. Downtime calculation will be applicable for non-availability of services arising because of malfunctioning of cameras, switches, network problem, PC, Servers etc.

Note:

If the uptime for any equipment falls below 98% continuously for 1 month, the equipment shall have to be replaced by the Vendor, without any extra charge.

8. The Bidder shall maintain required spares to maintain the specified uptime. An inventory of critical, noncritical and consumable spares shall be stored suitably by the vendor to carry out the maintenance during the entire Financial Lease (Rental and Guarantee) period.
9. If any changes in statutory levy, vendor has to produce necessary evidence while claiming the bill.
10. Any change in taxes & duties increase (or) decrease as per Govt. notification, same may be considered during 5 years contract period.
11. Maintenance during the lease period shall not be sub-contracted.
12. During the period of lease rental/AMC all defective parts shall be replaced/rectified free of cost without any cost implication on BHEL.
13. Insurance of the hardware, software and other equipment during the lease period is the responsibility of Bidder. Insurance for the complete Systems/Goods shall be arranged by the Vendor at his own risk and cost throughout the period of lease. Purchaser/Lessee, under any circumstances, will not be responsible for any loss/damage/theft of any Systems/goods, due to any reasons, whatsoever. Claim(s) etc., if any, will be dealt with the underwriters directly by the Vendor. Evidence of insurance policy shall be submitted to BHEL. If the Vendor fails to renew the policy before the expiry, BHEL will affect the insurance from the lease rental
14. Movement of material inside the premises, including lifting to requisite floor is the responsibility of Bidder.
15. Equipment shall be "New". Re-built / Re-conditioned / Used equipment will not be accepted. "Newness" certificate from OEM shall be furnished for all items.
16. All Equipment / Services including Personnel for carrying out the installation and commissioning of the Equipment shall be arranged by the bidder
17. At the end of lease period, if BHEL decides to retain the equipment and vendor shall undertake AMC of the equipment at the Rs. XXXX (to be quoted in the Annexure-B) per quarter excluding taxes for a minimum period of 2 years.

18. Confidentiality: Vendor shall at all times undertake to maintain complete confidentiality of all information. Maintenance engineers and other connected people shall sign non-disclosure agreement format as specified in BHEL ISMS procedures.

19. BHEL reserves the right to retain the hardware, software and other items supplied in this procurement at the end of the lease period on payment of Re. 1/- (Rupee One only).

20. **MAINTENANCE:**

One engineer/technician shall be made available on call on 24x7 basis for attending repairs, trouble, trouble shooting on short notice to meet exigency (Should be able to attend within 1 hour of the call). The engineer /technician should have minimum technical qualification and experience in wireless networking. The engineer/technician will also be responsible for regular, periodic preventive maintenance on the CCTV cameras, all wired /wireless networking components. All switches, PC's, servers, Maintaining the Video management software, and Management Information Reports generation to ensure the equipment in good working condition.

Maintenance service shall cover services, repairs and replacements necessary to keep the equipment in good working condition during the Financial Lease (Rental and Guarantee) period. However in case of any defect or sabotage or damage due to any reason whatsoever, the same equipment should be rectified/replaced by the vendor within 24 Hrs. (24x7 manner) of reporting of such incident.

Vendor shall maintain sufficient equipment inventory to replace/rectify the damaged component on immediate basis. Maintenance will include all components, back up batteries, lens, DSP processors etc.

NO DEVIATION CERTIFICATE

This is to certify that our offer is exactly in line with your tender enquiry no. _____
_____ **dated** _____. This
is to expressly certify that our offer contains **no deviation** either Technical or Commercial
in either direct or indirect form.

Signed By:

Name : _____

Designation : _____

Organization : _____

Place & Date : _____

Phone/Fax/Mobile/Email : _____

Signature & Seal : _____

 BHEL - TRICHY	THIRD PARTY NON-DISCLOSURE AGREEMENT	Doc. No. : ISMS-04/TP/011	
		Ver. No: 3.0	Rev. No: 00
		Date : 27 - 10 - 14	

THIRD PARTY NON-DISCLOSURE AGREEMENT

I, _____, on behalf of the _____ (Name of Company),

acknowledge that the information received or generated, directly or indirectly, while working with BHEL, Trichy on contract is confidential and that the nature of the business of the BHEL, Trichy is such that the following conditions are reasonable, and therefore:

I warrant and agree as follows:

I, or any other personnel employed or engaged by our company, agree not to disclose, directly or indirectly, any information related to the BHEL, Trichy Without restricting the generality of the foregoing, it is agreed that we will not disclose such information consisting but not necessarily limited to:

- Technical information: Methods, drawings, processes, formulae, compositions, systems, techniques, inventions, computer programs/data/configuration and research projects.
- Business information: Customer lists, project schedules, pricing data, estimates, financial or marketing data,

On conclusion of contract, I, or any other personnel employed or engaged by our company shall return to BHEL, Trichy all documents and property of BHEL, Trichy, including: drawings, blueprints, reports, manuals, computer programs/data/configuration, and all other materials and all copies thereof relating in any way to BHEL, Trichy 's business, or in any way obtained by me during the course of contract. I further agree that I, or any others employed or engaged by our company shall not retain copies, notes or abstracts of the foregoing.

This obligation of confidence shall continue after the conclusion of the contract also.

I acknowledge that the aforesaid restrictions are necessary and fundamental to the business of the BHEL, Trichy and are reasonable given the nature of the business carried on by the BHEL, Trichy I agree that this agreement shall be governed by and construed in accordance with the laws of country.

I enter into this agreement totally voluntarily, with full knowledge of its meaning, and without duress.

Dated at _____, this ____ day of _____, 20__.

Name :

Company :

Signature :

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

Annexure-A

ACCEPTANCE OF COMMERCIAL TERMS AND CONDITIONS BY THE VENDORS.

(This should be essentially filled in and sent along with the techno-commercial offer without fail. If this check list is not filled and submitted along with techno-commercial offer (Part I) or if the vendor does not confirm acceptance to the terms and conditions proposed, BHEL reserves the right to reject such offer)

CHECK-LIST FOR VENDORS

Sl No	DESCRIPTION
1	❖ The Bidders shall submit their offer through E-Procurement website only <u>www.bheleps.buyjunction.in</u>. ❖ <u>Part I - Technical and Commercial Bid</u>: This should contain all the copies of technical bid together with un-priced commercial bid. ❖ <u>Part II - Price Bid</u>: This part should contain the schedule of price particulars and must be co-related to the technical details provided in Part I. Offers will be accepted & received till 14.00 Hr. on the due date. Therefore Vendors shall ensure to submit the offers before this time. Late offers will not be considered. Bidders are requested to refer to attached “DSC Guidelines” & “e Proc Vendor Communication” for submission of tender through EPS. Offers should be in ENGLISH and accompanied by detailed technical literature, catalogue and detailed dimensional drawings in ENGLISH or otherwise, the offers will not be considered. In case of necessity BHEL reserves the right to go for a reverse auction (RA) instead of opening the submitted sealed bid, which will be decided after technical evaluation. Information and general terms and conditions covering RA are given in this Annexure- A (Point No.17).
2	<u>OPENING OF TENDERS:</u> The Part I - Technical & commercial bid alone would be opened on the Tender opening date through EPS. The Part II - Price bid of technically suitable Bidders alone would be opened through EPS. The Technically Suitable Bidders would be informed about the Price Bid opening date through e-mail / EPS. Clarifications if any required by BHEL for Technical evaluation would be sought from bidders before opening of Part II - Price bid.
3	<u>Taxes and Duties</u> All Taxes and Duties payable as extra to the quoted price should be specifically stated in offers along with CST & TIN No / Tariff No. etc., failing which the purchaser will not be liable for payment of such Taxes and Duties. Our TIN No. 33243560005, TNGST No. 3560005, CST. No. 239383 Dt. 11-06-1991 & BHEL ECC No. AAACB4146PXM012, Service Tax Registration No (STC)- AAACB4146PST006. Assessment circle Tiruverambur.
4	<u>Special Provisions for Micro and Small Enterprises (MSE)</u> 20% of the tendered quantity is earmarked for MSE suppliers in this tender. - Out of the 20% tendered quantity reserved for MSE suppliers, 4% shall be earmarked for procurement from MSE owned by SC/ST entrepreneurs. - 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 proportionately. - MSE suppliers can avail the intended benefits only if they submit along with offer, attested copies of either EM II (Entrepreneur Memorandum Part 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 as per Annexure - C) applicable for the relevant financial year (latest audited), certifying quantum of investment in plant and machinery within the permissible limit as per the act for relevant status (Micro or small) where the deemed validity of EM II is over. Date to be reckoned for determining the deemed validity will be the last date of technical bid submission. Offer/s received without these documents will lead to consideration of their offer at par with other bidders and MSE status of such suppliers shall be shifted to Non MSE supplier.

No row shall be left blank. Please indicate NA, in case the item is "not applicable"		Vendor's confirmation
5.	Validity: Validity of the offer should be 120 days from the date of tender opening.	
6.	Release of PO & Payment Terms: - Purchase Orders will be released on the cumulative L-1 vendor. 100 % quarterly payment will be made within 30 days from date of submission of invoice and certification by user dept. of BHEL. Any deviation in the above payment term will attract loading as mentioned below. Base rate of SBI (as applicable on the date of bid opening). Techno commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.	
7.	Liquidated Damages (LD): 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. Detail of LD mode are shown below Single Delivery Date (Material Dispatched 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. (100% Order should be completed for processing the bill) Staggered Delivery 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. PO Pending value (each Bill Value) up to Max 10 % of Total PO value) <i>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. Bidder should indicate the LD mode (single delivery or staggered delivery) on the confirmation column, otherwise single delivery date will be considered for further evaluation</i>	
8.	Risk Purchase: Alternatively the purchaser at his option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or despatch within the time stipulated as aforesaid or if the same were not available from the best and the nearest available substitute. The supplier shall be liable for any loss which the Purchaser may sustain by reason of such risk purchases.	
9.	Delivery Terms and evaluation process: Indian Bidders should submit their offer for FOR-BHEL, Chennai Guest House basis . Packing & Forwarding and Freight & Insurance charges from works to BHEL, Chennai guest house to be indicated separately if extra from basic rate. Applicable % of GST, GSTIN & HSN Code should be clearly indicated. Evaluation of offers shall be on the basis of delivered cost (Net cash outflow to BHEL)	
10.	Guarantee: Vendors shall provide a guarantee for a period of 12 months from the date of commissioning of the equipment or 18 months from date of supply, whichever is earlier. The date of B/L or AWB shall be taken as the date of supply. <u>Offers from vendors not accepting the requested guarantee period will be rejected.</u>	
11.	Short shipment / Warranty replacement: In case of any short shipment in the main equipment / spares, customs duty levied on such supplies, shall be borne by the supplier. Any warranty replacement during the warranty period shall be on FOR-BHEL, Chennai guest house basis.	
12.	Inspection & Testing: All goods shall be subject to inspection by BHEL or its authorized representatives at supplier's works or at BHEL stores or at any other place in India indicated by BHEL as the case may be. The supplier will not charge for the facilities provided for inspection of goods. In case of machine tools, the machine would be inspected and proved at supplier's works prior to dispatch however, final inspection and acceptance of the machine will be carried after installation of the machine at BHEL.	
13.	Test certificates / Operating and Maintenance manuals : The Bidders shall clearly mention in their offer, that Test Certificates and Operating Maintenance Manuals, etc., as called for in the Technical Specification, in the required number of copies will be provided at no extra cost.	
14.	Payment through Bank is not preferred. In case of Payment through Bank is opted by Supplier, BHEL prefers documents submission through bank with copy of LR and door delivery of Goods to Site/Stores with Consignee copy attached. In this case Loading will be 3% on the offered value. <u>Offers of indigenous Suppliers with payment terms as LC/Advance Payment are liable for rejection.</u>	
15.	BHEL will consider the ranking after the loading is applied as referred above wherever deviations are observed.	
16.	If offers are received from both OEM/ Manufacturer and authorized Dealer or Agent, then offer submitted by OEM/ Manufacturer will only be considered, offer of Dealer or Agent will be ignored.	

17.	Reverse Auction (RA): 1. BHEL reserves the right to go for Reverse Auction (RA) (Guidelines as available on www.bhel.com) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. Bidders to give their acceptance with the offer for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA. Techno-commercially acceptable Bidders shall only be eligible to participate in the Reverse Auction. 2. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit 'Process compliance form' (to the designated service provider) as well as 'Online sealed bid' in the Reverse Auction. Non-submission of 'Process compliance form' or 'Online sealed bid' by the agreed bidder(s) will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com). 3. The bidders have to necessarily submit online sealed bid less than or equal to their envelope sealed price bid already submitted to BHEL along with the offer. The envelope sealed price bid of successful L1 bidder in RA, if conducted, shall also be opened after RA and the order will be placed on lower of the two bids (RA closing price & envelope sealed price) thus obtained. The bidder having submitted this offer specifically agrees to this condition and undertakes to execute the contract on thus awarded rates. 4. If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid for any item(s), the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit, it will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com)." 5. As a reminder to the bidders, system will flash following message (in RED Colour) during the course of 'online sealed bid'-"Bidders to submit online sealed bid less than or equal to their envelope sealed bid already submitted to BHEL". 6. BHEL shall engage the services of a Service Provider, who shall extend all necessary training and assistance before commencement of ON-LINE-BIDDING through Internet, at NO extra-cost to the Bidders. Eligible Bidders shall be informed in writing, about the details of Service Provider, to enable Vendors to contact the Service Provider and get trained. Event Date, Time, Start Price, Bid Decrement, Time-Extensions, etc. shall also be communicated through the Service Provider for compliance by Bidders. 7. BHEL shall provide the calculation sheet through the Service Provider, which shall be helpful to arrive at "TOTAL COST to BHEL", like Packing and Forwarding Charges, Taxes and Duties, Freight Charges, Insurance, Service Tax and other loading factors (for non-compliance to BHEL Standard Commercial Terms and Conditions), for each of the Bidder, to enable them to fill in the price and keep it ready for inputting data during the RA. 8. Successful bidder shall be required to submit the final prices (L1) in prescribed format for price breakup including that of line items, if required, quoted during the Online Reverse Auction, duly signed and stamped as token of acceptance without any new condition to the Service Provider, within 2 working days of RA without fail. 9. Any variation between the final bid value and that in the confirmatory signed price breakup document will be considered as tampering the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings (as available on www.bhel.com). 10. If the Bidder or any of his representatives are found to be involved in Price manipulation / cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines shall be initiated by BHEL and results of the RA scrapped / aborted. 11. In case BHEL decided to go for Reverse auction, the H-1 bidder(s) (whose quote is highest in the online sealed bid) may not be allowed to participate in further Reverse Auction.	
18.	ARBITRATION All disputes or differences whatsoever which may arise at any time during execution of the Contract shall be mutually settled by BHEL and Contractor as per provision of the Contract. However, in the event such disputes cannot be settled mutually, such disputes shall be settled as per the Arbitration and reconciliation Act, 1996 of the Govt. of India and it's subsequent amendments. In case of disputes with the Central PSUs, the same shall be settled at Tiruchirapalli as per the Guidelines of the Govt. of India. However, during the period such disputes are settled either by mutual discussions between the parties or by legal means, Contractor shall continue to do the work as per terms & conditions of Contract.	
19.	➤ Point to point confirmation for the Technical Specification enclosed to be provided. If there are any deviations, the same should be clearly specified. Offers received without confirmation to our specifications will be liable for rejection. If needed additional sheets shall be used. ➤ Equipment offered shall be "New". Re-built / Re-conditioned / Used equipment's will not be accepted. Incomplete offers will not be considered for further processing. ➤ BHEL reserves its right to reject a tender due to unsatisfactory past performance in the execution of a contract at any of BHEL projects / units. ➤ BHEL shall be at liberty to reject or accept any tender, part or in full, at their own discretion and any such action is not liable for any question or claim against BHEL. ➤ 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 ➤ The Supplier shall arrange for securely protecting and packing the stores to avoid loss or damages during transit.	

20.	Company Details & Contact			
	Full Address of the company for future correspondence / placing order. (Copy of address proof & PAN card shall be attached along with Part-I)			
	Company Email ID:		Phone No.:	
	Fax No		Pan No with copy	
	GSTIN No.		HSN Code	
	Name of the contact person:		SAC Code	
	e-mail ID		Mobile No.:	
21.	TO BE CONFIRMED BY VENDOR			
	Country of origin:			
	Station of dispatch/Port Of Shipment			
	Delivery Terms FOR destination basis			
	Packing & Forwarding Charges in % or Lump sum, if extra from basic rate			
	% of GST			
	Freight & Transit insurance charges (if any, in Lump sum or Percentage) from Dispatching station to BHEL Chennai Guest House.			
22.	Delivery period from the date of Letter of Intent / Purchase Order. (This should be inclusive of Order acceptance, drawing approval and time period required for receiving goods at BHEL etc.,			
23.	Weight & Cubage of package: Approximate Net weight of the total consignment: Approximate Gross weight of the total consignment: Approximate volume of the total consignment:			
For any queries / clarifications the bidders may contact us through our FAX NO. +91 431 2520719 or through e-mail <as.raj@bhel.co.in>				

NOTE:-

- a) Your specific acceptances to our Payment terms, LD, Risk Purchase Clause are essential for consideration of your offer. Otherwise your offer is liable for rejection.
- b) No row shall be left blank. Please indicate NA, in case the item is "Not Applicable"

Declaration:-

We have gone through and understood the 'General guidelines & instructions to bidders for submitting offer' enclosed as a part of the Tender and confirm that our offer has been made in line with the same.

(AFFIX OFFICIAL SEAL HERE)

Signature with date:

Name:
Designation:
Department:

(PLEASE AFFIX YOUR SIGNATURE WITH SEAL ON EACH PAGE)

Annexure-B**Bharat Heavy Electricals Limited TIRUCHIRAPPALLI/CAPITAL PURCHASE****MODEL PRICE BID FORMAT FOR INDIAN BIDDERS**

Enquiry No. & Date:

Bidder's Offer No. & Date:

Sl. No.	Description of item	Unit	QTY.	Basic Rate per Qty. (in Rs.)	Total Value for full tender Qty. (in Rs.)	GST in %	Total Value in Rs. (Including all taxes & duties)
10	Supply, Installation, Commissioning and Maintenance of CCTV under Financial lease basis for 5 years period	Qtr.	20				
	AMC Charges (after 5 yr. lease period) for 6 th & 7 th year. (Provisional only)	AU	2				
	Total Value in Words:						
	Packing & Forwarding charges (if any) in percentage (or) Lump sum						
	FOR Dispatching station value in Rs.						
	Percentage of Freight & Transit insurance charges, if any (Lump sum or %) from Dispatching station to HPBP-BHEL, Trichy.						
	Approximate Net weight of the total consignment						
	Approximate Gross weight of the total consignment						
	Approximate Dimensions of the Consignment						

NOTE: Bill of Materials to be submitted separately along with the offer.

Signature & Seal of Vendor

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".

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

Bharat Heavy Electricals Limited, Tiruchirapalli
Material Management /Capital Purchase

Annexure-E

GST INFORMATION

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

1. Response to Tenders for Indigenous supplier will be entertained only if the vendor has a valid GST registration number and related details are to be submitted as per following format along with Technical-Commercial Bid (Part-1) for further consideration of their offer:

Sl. No.	Vendor code	Vendor Name	Material Group	Updated Phone No.	Updated E-mail Id, if any	PAN of the Business (along with copy of PAN Card)	GSTIN No. along with Screen shot of the GST website displaying your GSTIN Number	HSN Code	SAC Code

If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering 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 and 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/Warranty certificate, work completion certificate, any other document mentioned in PO, shall be sent along with the vehicle/consignment. For all consignments received within the calendar month, input credit will be availed within that month in line with monthly returns filing cycle. In case of any discrepancy in the document or non-submission of documents mentioned in the PO, then BHEL will not be able to accept or account the material, in such case availing of tax credit will be deferred to next month or so.

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 suppliers, 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/ recovered for the delayed period i.e. from the month of receipt till the month tax credit is availed, from the running bills.

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

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	e-Mudhra	http://www.e-Mudhra.com	5	NIC	www.safescrypt.com
2	GNFC	www.ncodesolutions.com	6	Safescrypt	www.safescrypt.com
3	IDRBT	www.idrbtca.org.in	7	TCS	www.tcs-ca.tcs.co.in
4	MTNLTrustline	www.mtnltrustline.com			

(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, soy@saspartners.com

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 Phone No	ROLE
1	Mr. P Peter Raj -	'peter.raj@mjunction.in'	09942069052	
2	HELP DESK	eps.customercare@mjunction.in	Landline : 033-66106217/ 6013/ 6426/ 6176/ 6046 (From 9:30am to 5:30pm) 033-66106426/ 6217/ 6013/ 6046/ 6176 9163348283/ 9163348284/ 9163348285/ 9163348286/ 8584008116 (From 5:30pm to 8:30pm)	
3	Mr. Harish Kumar Ramu	harish.ramu@mjunction.in	(+91) 09840704941	
4.	Mr. DHANARAJ.P	p.dhanaraj@mjunction.in panneer.dhanaraj@mjunction.in	(+91) 9500199108, (+91) 9282403700	Customer Relationship Manager
5	Mr. Saumendu Neogi	saumendu.neogi@mjunction.in	(+91) 9163348205	PROJECT MANAGER
6	Mr. 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) 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

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	panneer.dhanaraj@mjunction.in	(+91) 9500199108	Customer Relationship Mgr.
2	HELP DESK	eps.customercare@mjunction.in	033 – 66106426 / 54 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	http://www.e-Mudhra.com	5	NIC	www.safescrypt.com
2	GNFC	www.ncodesolutions.com	6	Safescrypt	www.safescrypt.com
3	IDRBT	www.idrbtca.org.in	7	TCS	www.tcs-ca.tcs.co.in
4	MTNLTrustline	www.mtnltrustline.com			

Your early action in this regard is highly solicited.

Regards