



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	2691700022	POLICY	
CODE/ENQUIRY NO		RFQ OWNER/NIT	MR Tapas Majee(AE1/PUR)
RFQ/NIT TYPE	OPEN TENDER	OFFICER/ENQUIRY OWNER	
NUMBER OF ITEMS ALREADY	4		
ATTACHED			
CURRENCY	INR - INDIAN RUPEE		
DESCRIPTION	Procurement of spares for Wood testing & Wet analysis		
DETAILED DESCRIPTION	-		
NUMBER OF BID PART(S)	2	PUBLISHED DATE	12 Jun , 2017 2:46:27 PM

ATTRIBUTE(S)

ATTRIBUTE NAME	ATTRIBUTE VALUE
Delivery at	as per Tender documents
Inspection By	as per Tender documents
Validity of the Offer	as per Tender documents
Inspection	as per Tender documents

DATE-TIME DETAIL(S)

BID START DATE	10 Jun , 2017 4:30:00 PM	BID DUE DATE	3 Jul , 2017 2:00:00 PM
BID OPEN DATE	3 Jul , 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(ENGR/PUR)
MR KUMARASAMY A(DGM/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
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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 2nd 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 is liable for rejection. 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 the successful L-1 vendor on respective line item wise. 9. BHEL will consider MSE vendor as per Government guidelines. 10. 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. 11. List of Attachments: a. Pre-Qualifying Criteria: Annexure-I b. Commercial Terms & Conditions: Annexure-A c. Price Bid Format: Annexure-B d. CA certificate for MSE vendors: Annexure-C e. DSC Guidelines
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		f. e-Procurement communication. 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 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.
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RFQ/NIT ITEM DETAILS

SL. NO.	CODE	DESCRIPTION	QUANTITY	RFQ/NIT U.O.M	OFFER U.O.M
10		MONOCULAR MICROSCOPE Technical requirements as follows: 1. MONOCULAR HEAD WITH 45 DEG. INCLINED AND 360 DEG ROTATABLE WITH ALLOPTICS & ANTI FUNGUS COATED PRISMS. 2. THE MECHANICAL STAGE MUST BE 120x132 MM WITH X-Y MOVEMENT. 3. FOCUSING SHOULD BE COARSE AND FINE AND MUST HAVE QUADRUPLE REVOLVING REVERSIBLE NOSEPIECE. EYEPIECE SHALL BE WF 10x. 4. OBJECTIVE: ACHROMATIC 4X, 10X, 40X (S/L) & 100X (S/L). 5. MAGNIFICATION MUST BE NOT LESS THAN 10X. 6. IT MUST HAVE IN BUILT 6V/20W HALOGEN LIGHT SOURCE WITH POWER REGULATOR ATTACHMENT. 7. CONDENSER: NA 1.25 WITH IRIS DIAPHRAGM. SUPPLIER SHALL BE RESPONSIBLE FOR INSTALLATION AND COMMISSIONING THE MICROSCOPE AT BHEL WORKS. MICROSCOPE	01.00	NUMBER	NUMBER
	ATTRIBUTE DETAILS	ATTRIBUTE NAME		ATTRIBUTE VALUE	
		MATERIAL GROUP:		N739	
		KILOGRAM PER UNIT:		0.0	
		Cenvatable (Yes / No)		Yes	
		Delivery Location		TAMIL NADU	
		Vatable (Yes / No)		Yes	
		Delivery Date (i) :		20-JUL-2017	
		Delivery Qty (i) :		1	
20		DIGITAL STOP WATCH Technical requirements as follows: 1. STOP WATCH MUST HAVE DIGITAL DISPLAY. IT SHOULD BE CAPABLE TO SHOW 1/100TH OF SECOND WITH DATE AND TIME. 2. IT SHOULD BE SUPPLIED WITH CALIBRATION CERTIFICATE. 3. IT SHOULD HAVE 120 LAP MEMORY FUNCTION (MINIMUM). MAKE: RACER DIGITAL STOP WATCH	01.00	NUMBER	NUMBER
	ATTRIBUTE DETAILS	ATTRIBUTE NAME		ATTRIBUTE VALUE	
		MATERIAL GROUP:		N739	
		KILOGRAM PER UNIT:		0.0	
		Cenvatable (Yes / No)		Yes	
		Delivery Location		TAMIL NADU	
		Vatable (Yes / No)		Yes	
		Delivery Date (i) :		20-JUL-2017	
		Delivery Qty (i) :		1	
30		DIGITAL MICRO PIPETTE 1. PIPETTE VOLUME SHOULD BE 1000 - 10000µL. 2. INCREMENTAL VOLUME SHALL BE 10µL or 20µL. Should be supplied with suitable micro tips - 20 Nos. DIGITAL MICRO PIPETTE	02.00	NUMBER	NUMBER





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

	ATTRIBUTE DETAILS	ATTRIBUTE NAME		ATTRIBUTE VALUE	
		MATERIAL GROUP:		N739	
		KILOGRAM PER UNIT:		0.0	
		Cenvatable (Yes / No)		Yes	
		Delivery Location		TAMIL NADU	
		Vatable (Yes / No)		Yes	
		Delivery Date (i) :		20-JUL-2017	
		Delivery Qty (i) :		2	
40		TISSUE PAPER ROLL FOR CHEMICAL ANALYSIS SIZE-120MM*95MM, NO OF SHEETS- 350*2 QUANTITY-350 PULLS. TISSUE PAPER ROLL		200.00	NUMBER
					NUMBER
	ATTRIBUTE DETAILS	ATTRIBUTE NAME		ATTRIBUTE VALUE	
		MATERIAL GROUP:		N760	
		KILOGRAM PER UNIT:		0.0	
		Cenvatable (Yes / No)		Yes	
		Delivery Location		TAMIL NADU	
		Vatable (Yes / No)		Yes	
		Delivery Date (i) :		20-JUL-2017	
		Delivery Qty (i) :		200	





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

LABEL	FILE NAME
Annexure-I	Annexure-I.PDF
Annexure-A	Annexure-A.docx
Annexure-B Model Price Bid	Annexure-B Model Price Bid.docx



SUPPLY OF SPARES FOR WOOD TESTING & WET ANALYSIS TO BHEL, TRICHY**ANNEXURE-I****A: 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.	Offers from OEM/Authorised Dealers with necessary proof are only acceptable. Authorised dealers to submit valid dealership certificate along with offer. Offers without the same are liable for rejection.	
2.	Vendor should have minimum 05 years of experience in this field.	
3.	Catalogue/ Technical data sheet to be enclosed along with the offer for technical evaluation item wise as per tender.	
4.	Previous PO details for supplying similar kind of items to BHEL and/or any-other Govt. Organisation should be submitted along with offer. Non-submission of detail will lead to rejection of offer.	
5.	Company profile details has to be provided along with offer.	

B: SUPPLY CRITERIA

1.	For stopwatch, racer make is acceptable. Offers quoted with other Make are liable for rejection. For other items, no specific make is required.	
2.	Delivery period should be within 3 - 4 weeks from the date of PO.	

K. Srinivasan
K. SRINIVASAN
Senior Engineer
Plant Laboratory
BHEL, Trichy - 620 014.

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

SI No	DESCRIPTION
1	❖ The Bidders shall submit their offer through E-Procurement website only www.bheleps.buyjunction.in. ❖ Part I - Technical and Commercial Bid: This should contain all the copies of technical bid together with un-priced commercial bid. ❖ Part II - Price Bid: 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 successful L-1 vendor on respective line item wise. 100 % payment after 45 days from date of receipt & acceptance of equipment/ materials at BHEL, Tiruchi. 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, Tiruchirapalli basis . Packing & Forwarding and Freight & Insurance charges from works to BHEL, Tiruchirapalli to be indicated separately if extra from basic rate. Applicable % of ED & Sales Tax, Commissioning Charges 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. Offers from vendors not accepting the requested guarantee period will be rejected.	
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 warrantee period shall be on FOR, BHEL, Tiruchirappalli, 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, Tiruchirappalli.	
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. Offers of indigenous Suppliers with payment terms as LC/Advance Payment are liable for rejection.	
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 its subsequent amendments. In case of disputes with the Central PSUs, the same shall be settled at Tiruchirappalli 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	
CST /TIN No			
Name of the contact person:		Mobile No.:	
e-mail ID			
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 Excise Duty with cess		
	% of TAX (CST/VAT) (TNGST with FORM-17 or CST with C-FORM)		
	Freight & Transit insurance charges (if any, in Lump sum (or) percentage) from Dispatching station to BHEL Tiruchirapalli.		
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 Trichy 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 <akumar@bheltry.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)

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 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 Unit in Rs.	ED in %	VAT/CST (without declaration /'C' form)	Total Value Including all taxes & duties in Rs.
10	As per enquiry specifications						
20	---- do ---						
30	---- do ---						
40	---- do ---						
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 (Lumpsum or %) Freight & Insurance charges from Dispatching station to BHEL, Tiruchirapalli.						
	Approximate Net weight of the total consignment						
	Approximate Gross weight of the total consignment						
	Approximate Dimensions of the Consignment						

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".

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

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
	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.

	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=NX_KI-NQ4W-2YMN-OJIA-0X2D-O3AW-CLN0-R2NX