

# BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

**MAINTENANCE & SERVICES DEPARTMENT**

☎: (0431) 2575263 Fax: (0431) 2576805 e-mail: [gtraj@bheltry.co.in](mailto:gtraj@bheltry.co.in)



ISO 9001

ENQ No: 9251700013

Dt.22.04.2017

## NOTICE INVITING TENDER

**SUB: AMC FOR BATTERY OPERATED TRANSFER TROLLEYS AT HPBP-UNIT-I - REG.**

**Ref: Enquiry no: 9251700013 / DATED: 22/04/2017; DUE DT: 17/05/2017**

Tender of the following work should be submitted in a sealed cover consisting of three inner sealed covers such as 1) EMD cover, 2) Technical bid cover & 3) Price bid cover, all superscribing the name of work, enquiry number etc.

- 1) EMD cover shall contain requisite **EMD of Rs. 4,992/-** remitted in cash (as permissible under Income Tax Act)/Electronic Fund Transfer credited in BHEL account before tender opening or Banker's cheque/Pay order/Demand Draft in favour of M/S BHEL Trichy. Tender without EMD will be summarily rejected and the Technical bid & price bid shall not be considered.
- 2) Technical bid cover shall contain duly filled in Technical bid document signed by the tenderer in all the pages with documentary evidences for pre-qualification such as experience, value of work executed in the similar nature of work etc. Any bid without proper documentary evidence for pre-qualification shall not be considered for further evaluation.
- 3) One set of unpriced bid of Contract Work Schedule duly signed by the tenderer for accepting the work content (BOM) should be submitted along with the Technical bid for technical evaluation.
- 4) The price bid cover shall contain price bid document duly filled in and signed by the tenderer in all the pages. The tenderer has to quote most competitive rates for all the items given in the Bill of Quantities in price bid.

The complete Technical bid and price bid along with requisite **EMD of Rs 4,992/-** shall reach the office of the undersigned on or before 17/05/2017 at 14.00 Hrs.

MSE suppliers can avail EMD Waiver benefits only if they submit along with the offer, attested copies of either EM II Certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II Certificate along with attested copy of a CA Certificate (Format Enclosed). Tenders without EMD/MSME/NSIC proof as detailed above will be summarily rejected.

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The Technical bid will be opened on the same day at 14.30 hrs. In case of opening day falls on holiday or happened to be declared as a holiday the receipt and opening of the tender shall automatically fall on the same timing of the next working day. Date and time of opening of the Price Bid shall be intimated only to the bidders those who have qualified after evaluation of the Technical bid. You / Your authorized representative may participate in the tender opening.

Clarification if any can be obtained from the undersigned.

Kindly acknowledge the receipt of the entire set of tender document.

Thanking you,

Yours faithfully,

For Bharat Heavy Electricals Limited,  
Sr. Manager  
Contracts  
Maintenance & Services Dept.

Encl:

- 1) NIT – Notice Inviting tender (Consists of Preamble, Technical Bid & price bid)

Tender should be addressed to: **THE SENIOR MANAGER,  
MAINTENANCE & SERVICES / CONTRACTS,  
2&4 BUILDING, BHARAT HEAVY ELECTRICALS LIMITED,  
HIGH PRESSURE BOILER PLANT,  
TIRUCHIRAPPALLI - 620014,  
TAMILNADU**

Sign & Seal of Contractor

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## NOTICE INVITING TENDER

01.	Name of work	<b>AMC FOR BATTERY OPERATED TRANSFER TROLLEYS AT HPBP-UNIT-I</b>
02.	Earnest Money Deposit	<b>Rs.4,992/-</b>
03.	Duration of the contract	1 Year (From the date of commencement of the work)
04.	Last Date for Receipt of Tender	14.00 Hrs on 17/05/2017
05.	Date of Technical Bid Opening	14.30 Hrs on 17/05/2017
05.	Date of Price Bid Opening	Will be intimated to those who are Qualified separately.
07.	Guarantee Period	Not applicable

The Tender documents can be down loaded from BHEL website ([www.bhel.com](http://www.bhel.com)) / govt. website ([www.tenders.gov.in](http://www.tenders.gov.in)) at free of cost.

Tender document contains 11 Pages (Technical Bid – 10 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

Sign & Seal of Contractor

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## TECHNICAL BID

**NAME OF THE WORK: AMC FOR BATTERY OPERATED TRANSFER TROLLEYS AT HPBP-UNIT-I**

**Enquiry no: 9251700013 / Dated: 22/04/2017. Due date: 17/05/2017, 14.00 Hrs.**

### PRE-QUALIFICATION CRITERIA

The following eligibility criteria shall be complied to fulfill the Technical bid:-

Sl. No	Description	Vendor to confirm
1	Vendor should have experience of having carried out Works in the field of LT Electrical Equipment in the past three years and should have executed minimum two Work Orders successfully.	
2	Performance certificate or Work Completion Certificate of any one Work Order to be submitted.	
3	Name and contact details like E-mail, Phone number, fax no, etc. of the customer/ company where the maintenance contract is executed. Bidder to confirm.	
4	BHEL may verify the information provided by vendor. In case the information provided by vendor is found to be false/ incorrect, the offer shall be rejected. Bidder to confirm	
5	PAN Number (Copy to be Enclosed)	
6	Service tax Registration Number (If applicable) – Certificate copy to be enclosed.	
7	Acceptance for Scope of Work as per the Enquiry.	
8	Acceptance for All Terms & Conditions as per the Enquiry.	
9	The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultans/service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website <a href="http://www.bhel.com">http://www.bhel.com</a> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.	

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## SCOPE OF WORK: AMC FOR BATTERY OPERATED TRANSFER TROLLEYS AT HPBP-UNIT-I

ITEM No	SCOPE OF WORK	QTY
10	<p>Scope of Work:</p> <p>A. Daily Maintenance</p> <ol style="list-style-type: none"><li>1. Physical checking of battery trolley and its accessories.</li><li>2. Charging of batteries.</li><li>3. Checking the battery charger (Troubleshooting and replace/ rectify parts if necessary).</li><li>4. Checking the control panel.</li><li>5. Checking the safety operating condition of the transfer trolleys.</li></ol> <p>B. Monthly Maintenance</p> <ol style="list-style-type: none"><li>1. Checking the distilled water level&amp; top up.</li><li>2. Cleaning the terminals and its connection in batteries and apply petroleum jelly.</li><li>3. Checking the Specific gravity of electrolyte and maintain the it to the required level.</li><li>4. Checking each cell voltages and maintain it to the required voltage and replace the defective ones.</li><li>5. Checking the general condition of Battery &amp; Mechanisms.</li><li>6. Maintenance of motor, gearbox, brakes and panels.</li><li>7. Alignment of wheels springs etc.</li><li>8. Replacing worn-out spares if necessary.</li></ol> <p>Note:-</p> <ol style="list-style-type: none"><li>1. All consumables, lubricants, distilled water, welding electrodes, spare parts etc., will be provided by BHEL.</li><li>2. Cutting set, welding set and other tools if any required for the above work are to be arranged by the contractor on his own.</li><li>3. Log Note should be maintained and certified by our area Executive.</li><li>4. The contractor shall quote rate per month/per trolley.</li></ol>	192 NO

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List of rail mounted battery operated transfer trolleys in HPBP - Unit.1 :-  
**Details of Trolley Location in Building-1 Area:**

SI.No	Equipment.No	SWL	Building	Bay
1	79708904	20	1	6
2	79708905	30	1	2
3	79708906	30	1	8 North
4	79708910	40	1	4
5	79708911	40	1	11
6	79708912	75	1	ATP
7	79708913	60	1	1D
8	79708923	20	1	1B
9	79708926	20	1	8 South
10	79708928	20	1	9
11	79708930	20	1	12
12	79708934	75	1	4

**Details of Trolley Location in Building-50 Area:**

SI.No	Equipment.No	SWL	Building	Bay
1	79708917	20	50	3
2	79708918	20	50	4
3	79708919	20	50	5 West
4	79708920	20	50	5 East

**Total Trolleys to be covered in One Month = 12+4 = 16 Trolleys.**

**Total Trolleys to be covered in One Year = 16\*12 = 192 Trolleys.**

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## **GENERAL TERMS AND CONDITIONS FOR M&S CONTRACTS**

- 1) The workmen of contractor should be covered under PF/ESI, etc., as per labour laws.
- 2) Safety precautions have to be ensured by the Contractor Depending on the work nature. Necessary work permit system and personal protective equipment (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt etc. as applicable to Mechanical works should be adhered while carrying out the work.
- 3) PPES for appropriate trade job has to be ensured by the contractor at the job site at all times.
- 4) The contractors may visit the area to assess the quantum of work before quoting.
- 5) The contractor should mention the point to point confirmation.
- 6) Contractor should commit for Terms and Conditions of the enquiry otherwise the offer shall be liable for rejection.
- 7) **TWO PART BID SYSTEM:** Contractor should send their offer for two part bid system as below
- 8) Contractor may visit BHEL Trichy premises to get acquaintance with quantum of day to day work before quoting.
- 9) The contractor should quote the exact time required to complete the work in their offer.

### **TENDERING CONDITIONS:**

- a) The Bidders shall submit the offer in TWO PART BID SYSTEM (Part -I & II) along with EMD as indicated below which shall be sealed in ONE OUTER ENVELOPE.
- b) Envelope I- This sealed envelope should contain all the copies of technical bid together with un-priced commercial bid. This envelope should be clearly marked "Part I - Technical and commercial bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder. Envelope I should contain sealed EMD cover indicating the enquiry detail.
- c) Envelope II - This sealed envelope should contain price details. This envelope should be clearly marked as - "Part -II Price bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- d) Envelope III - This sealed envelope should contain requisite **EMD**. This envelope should be clearly marked as - "EMD COVER", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- e) All the three envelopes shall be put in one cover, duly sealed, super scribing as offer for Enquiry No., and due date of opening, Name of the work and the address and reference of the Bidder.
- f) The offer should reach this office on or before the due date by 14.00 Hrs. (IST). Late offers will not be considered.

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g) Tender should not be addressed to any Individual's name but only by designation to:

THE SENIOR MANAGER  
MAINTENANCE & SERVICES / CONTRACTS,  
2&4 BUILDING,  
BHARAT HEAVY ELECTRICALS LIMITED,  
HIGH PRESSURE BOILER PLANT,  
TIRUCHIRAPALLI - 620 014.  
TAMIL NADU, INDIA.

- h) Tenders should be free from CORRECTION AND ERASURES, Corrections if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
- i) Offers should be in ENGLISH and accompanied by detailed Point to point confirmation of the scope of work.

## **OPENING OF TENDERS:**

- a) The Part I - Technical & un-priced commercial bid and EMD Cover alone would be opened on the Tender opening date (as mentioned in the enquiry) by 14.30Hrs (IST)
- b) The Part II - Price bid of technically suitable Bidders alone would be opened. The Technically suitable Bidders would be informed about the Price bid opening date.
- c) Clarifications if any required by BHEL for Technical evaluation would be sought from Bidders before opening of Part II - price bid.

## **SERVICE TAX:**

- 1) A copy of Service tax remittance challan for previous quarter should be submitted along with offer if the contractor is claiming service tax.
- 2) If Contractor is exempted from service tax then a declaration that they are within the threshold limit should be submitted along with the offer.

## **LD CLAUSE :**

If the contractor fails to complete the monthly service/work as per terms & conditions of the order within the delivery schedule, 0.5% of the order value will be deducted for each week of delay or part thereof subject to a maximum of 10% of the total contract value.

**IMPORTANT NOTE:** IF THE CONTRACTOR PERFORMANCE NOT ABLE TO FULFILL AS PER ENQUIRY REQUIREMENT, THEN THE CONTRACT SHALL BE SHORT CLOSED AT ANY TIME.

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## **COMMERCIAL TERMS AND CONDITIONS FOR M&S CONTRACTS**

- 1) Quarterly Payment after completion of work at the end of every quarter on submission of invoice in triplicate duly certified by Area In-charge.
- 2) Attendance register should be maintained.
- 3) EMD is to be submitted and is to be remitted in cash (as permissible under Income Tax Act)/Electronic Fund Transfer credited in BHEL account before tender opening or Banker's cheque/Pay order/Demand Draft in favour of M/S BHEL Trichy along with offer. **Offers without EMD shall be liable for rejection.**
- 4) Security Deposit shall be furnished by the successful vendor to the total contract value before starting the work. The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit. SD is forfeited in case of any failure in execution of the contract or due to any shortcomings observed in the documentation furnished earlier for getting qualified or in case the Contractor is banned.
- 5) An additional payment as per circular ref. BHE/HR/W/EW/08.04.2014 is to be paid to the contract workmen as below, over and above the minimum wages prescribed by the government of Tamil Nadu:

Unskilled	-	Rs.3200/-
Semiskilled	-	Rs.3700/-
Skilled	-	Rs.4100/-
- 6) Bonus @ 8.33 % to workmen to be paid.
- 7) **Rate should be quoted as per price bid.**
- 8) Taxes if any will be mentioned separately in the offer.
- 9) The rate that is offered should be comprehensive and no separate charges will be made towards expenses like travel, boarding and lodging.
- 10) The contractor should quote the validity of the offer.
- 11) If two or more vendors offer the same rate, negotiation will be conducted separately.
- 12) The Contractor should remit the salary/wages for their workmen only through bank. Monthly clearance will be given in respect of all contractors, if only the salary/wages to the workmen has been remitted through the bank account of the contract workmen. The relevant bank statement/proof for bank payment should be produced along with PF and ESI challan's to welfare section every month.

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Sign & Seal of Contractor

## Certificate by Chartered Accountant on Letter Head

This is to certify that M/s. \_\_\_\_\_ (hereinafter referred to as 'company') having its registered office at \_\_\_\_\_ is registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part II)) \_\_\_\_\_ dt. \_\_\_\_\_, Category: (Micro/Small). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year \_\_\_\_\_ as per MSMED Act 2006 is as follows:

**1. For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No. S.O.1722(E) dated October 5, 2006):

₹ \_\_\_\_\_ 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):

₹ \_\_\_\_\_ Lacs

**(Strike off whichever is not applicable)**

The above investment of ₹ \_\_\_\_\_ Lacs is within permissible limit of ₹ \_\_\_\_\_ Lacs for \_\_\_\_\_ Micro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is ..... (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name:

Membership number:

Seal of Chartered Accountant

## SCHEDULE FOR PRICE BID

**SUB: AMC FOR BATTERY OPERATED TRANSFER TROLLEYS AT HPBP-UNIT-I –REG.**

Ref: Enquiry no: 9251700013 / DATED: 22/04/2017; DUE DT: 17/05/2017

ITEM No	DESCRIPTIONS	UOM	QTY	RATE IN `	VALUE IN ₹
1	ANNUAL MAINTENANCE OF TRANSFER TROLLEYS	NO	192		

❖ **Taxes if any should be quoted extra**

- 1). Quarterly Payment after completion of work at the end of every quarter on submission of invoice in triplicate duly certified by Area In-charge.
- 2). Tax deduction will be made from t every bill at the prevailing rate as per the Government rule and regulation from time to time.
- 3). Detailed scope of work and other terms and conditions are specified in the Technical Bid of the Tender.

Sign & Seal of Contractor