

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



ISO 9001

ENQ No: 9251700009

Dt.27.02.2017

NOTICE INVITING TENDER

SUB: 1). AMC FOR CLEANING OF WATER COOLERS.

2).AMC FOR CLEANING OF COOLING TOWERS & SUMPS.-REG.

Ref: Enquiry no: 9251700009 / DATED: 27/02/2017; DUE DT: 22/03/2017

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 ₹ 1,418/-** 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 ₹ 1,418/-** shall reach the office of the undersigned on or before 22/03/2017 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 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	1).AMC for cleaning of Water coolers. 2).AMC for cleaning of cooling Towers & Sumps.
02.	Earnest Money Deposit	₹ 1,418/-
03.	Duration of the contract	One year (From the date of commencement of the work)
04.	Last Date for Receipt of Tender	14.00 Hrs on 22/03/2017
05.	Date of Technical Bid Opening	14.30 Hrs on 22/03/2017
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) / govt. website (www.tenders.gov.in) at free of cost.

Tender document contains 09 Pages (Technical Bid -08 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

Sign & Seal of Contractor

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TECHNICAL BID

NAME OF THE WORK: 1).AMC for cleaning of Water coolers.

2).AMC for cleaning of cooling Towers & Sumps.

Ref: Enquiry no: 9251700009 / DATED: 27/02/2017; DUE DT: 22/03/2017

PRE-QUALIFICATION CRITERIA

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

Sl. No	Description	Vendor to confirm
1	Only those BIDDER/SERVICE PROVIDER, who have previous experience in executing Maintenance Contract/ fabrication/ maintenance of machine/facilities in any engineering industry in the last five years (from the date of opening of tender) are eligible to participate in the tender. Work order copies of the POs proving the same are to be enclosed. Otherwise offer is liable for rejection. Bidder to confirm	
2	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	
3	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.	
4	PAN Number (Copy to be Enclosed)	
5	Service tax Registration Number (If applicable) – Certificate copy to be enclosed	
6	Acceptance for Scope of Work as per the Enquiry	
7	Acceptance for All Terms & Conditions as per the Enquiry	
8	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 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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- SCOPE OF WORK: 1). AMC for cleaning of Water coolers .**
2).AMC for cleaning of cooling Towers & Sumps.

Sl. no	SCOPE OF WORK	QTY& UOM
A.1	<p>NAME OF WORK: Annual Maintenance Contract for cleaning of storage tanks of water coolers in BHEL complex.</p> <p>SCOPE OF THE WORK:</p> <p>1. Cleaning the storage tank of water coolers ONCE in a month at BHEL factory inside and outside buildings like Bldgs.24,53,79,HRDC, RPS, WRI, CCDP,OHS Model Centre, Informatics center, MHD, UNIT II, ET Hostel and township civil etc.,</p> <p>TOTAL QUANTITY = 1680 cleanings per annum. (Total No. of Coolers :140 No's X 12times = 1680 Cleanings)</p> <p>2. The existing water available in the storage tank of water coolers are to be drained out completely and later it should be cleaned Thoroughly with cleaning powder (VIM powder). The tap, tray and cabinet should be cleaned with cleaning powder to remove dirt, oil etc. After thorough cleaning, the fresh Water to be filled in the water coolers.</p>	1680 NO
	<p>TERMS & CONDITIONS:</p> <p>Contractor's scope:</p> <p>1. Sufficient man power should be deployed by the contractor for attending this work.</p> <p>2. The consumables like water, cloth, cleaning powder (vim) required for this work will be issued by BHEL at free of cost and other provision for cleaning should be in contractor's scope.</p> <p>3. After cleaning of water coolers the contractor should get the signature from the users area (authorized signatory) in the cleaning log sheets. Log sheets are to be handed over along with the quarterly bill.</p> <p>4. Total Quantity mentioned in this enquiry is tentative only and may decrease due to unavailability of water coolers for cleaning due to administrative reasons. However payment will be made for actual number of cleanings carried out by him and duly certified by the executive in charge</p>	

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A.2	<p>NAME OF WORK: AMC FOR CLEANING OF COOLING TOWERS & SUMPS.</p> <p>Scope of work:</p> <ol style="list-style-type: none">1).Draining out the existing water only through the nearby drainage from the cooling towers and sumps by using submergible pump which will be provided by BHEL.2).Fills of the cooling tower & sump should be poured with sufficient bleaching powder solution and hold up for some time and then washed out with water.3).Scrub the Basin, walls of the cooling tower and sump with wire brush.4).Remove and wash out the fungus, Vegetations and other sediments in the cooling towers, sumps and pedestal.5).Refill the sump with fresh water up to the required level <p>These all work should be done under the supervision and guidelines of Supervisor Of M&S/AC section</p> <p>Number of cleaning to be done for cooling towers (once in a Month) (BLDG NO:1, NEW PB 600R Pipe bending Machine) 1 Nos X 12 times = 12</p> <p>Number of cleaning to be done for sumps (once in a month) 3 Nos X 12 times = 36 (BLDG NO:1,NEW PB 600R Pipe bending Machine)</p> <p>Number of Cleaning to be done for sumps at MD Hall(once in two months) 2 Nos X 6 Times = 12</p> <p>Total number of cleaning per year = 12+36+12=60</p> <p>LIST OF COOLING TOWERS AND SUMPS TO BE CLEANED ONCE IN A MONTH:</p> <p>1)BLDG NO:1,NEW PB 600R Pipe bending Machine, Cooling tower:1 No, Sump:3 Nos</p> <p>LIST OF COOLING TOWERS AND SUMPS TO BE CLEANED ONCE IN 2 MONTHS:</p> <p>1).MD.Hall, Air cooling System, cooling tower: Nil, Sump:2 Nos.</p>	60 NO
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A.3	<p>NAME OF WORK: CLEANING OF SUMPS</p> <p>Location: Drum Hydro Testing area water sump. Location: Building No.1 - bay-197. Sump dimension: 32 m (Length) X 4 m (Breadth) X 2.5 m (Depth)</p> <p>Number of cleaning to be done (Twice in a year) 1 Nos X 2 times = 2</p> <p>Scope of work:</p> <ol style="list-style-type: none">1. Drained out the existing water only through the nearby drainage from the sumps by using submersible pump which will be provided by BHEL.2. Sump should be poured with sufficient bleaching powder solution and hold up for some time and then washed out with water.3. Scrub sump with wire brush. Remove and washed out the fungus and other sediments in the sump and pedestal.4. Refill the sump with fresh water up to the required level. <p>These all work should be done under the supervision and guidelines of Supervisor Of M&S/AC section.</p>	2 NO
	<p>TERMS AND CONDITIONS: (A1, A2 & A3):</p> <ol style="list-style-type: none">1) Cleaning work to be carried out preferably on Sundays or otherwise during week days depends upon the shop clearance.2) Sufficient Man power should be deployed by the contractor and which should be depending upon the availability of the machine for cleaning.3-a) Contractor scope: All the materials required for the cleaning including bleaching powder and except wire brush should be in Contractor scope.3-b) BHEL scope: Submersible Pump, and Wire brush will be supplied by BHEL. Electrical supply and wiring for the pump will be provided by BHEL.	

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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 equipments (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 to get acquaintance with quantum of day to day work by visiting BHEL Trichy premises 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 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: BHEL reserves the right to short close this AMC with one month advance notice due to administrative reasons. BHEL's decision in this regard is final. Under such circumstances payment will be made for actual number of cleanings carried out up to the period.

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COMMERCIAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) Quarterly payment will be given after completion work at the end of every quarter against submission of error free bill in triplicate duly certified by engineer 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.

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: 1).AMC FOR CLEANING OF WATER COOLERS.

2).AMC FOR CLEANING OF COOLING TOWERS & SUMPS.

Ref: Enquiry no: 9251700009 / DATED: 27/02/2017; DUE DT: 22/03/2017

Sl. No	Description	UOM	QTY	Rate	Value
A.1	AMC FOR CLEANING OF WATER COOLERS.	NO	1680		
A.2	AMC FOR CLEANING OF COOLING TOWERS.	NO	60		
A.3	AMC FOR CLEANING OF SUMPS.	NO	2		

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

- 1). Quarterly payment will be given after completion work at the end of every quarter against submission of error free bill in triplicate duly certified by engineer in-charge.
- 2). Tax deduction will be made from the 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.
- 4). **Individual L1 will be considered for above Items.**

Sign & Seal of Contractor