

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES

☎: (0431) 2575010 / 2575123 /e-mail : umadsankar@bheltry.co.in



ISO 9001

ENQ No: 9251700019

Dt. 05.06.2017

NOTICE INVITING TENDER

SUB: Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011– REG.

Ref: Enquiry no: 9251700019 / DATED: 05/06/2017; DUE DT: 21/06/2017

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 ₹ 3,360/-** 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 ₹ 3,360/-** shall reach the office of the undersigned on or **21/06/2017 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,
Engineer/Contracts
Maintenance & Services Dept

Encl:

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

Tender should be addressed to:

**THE ENGINEER,
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	Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011– REG
02.	Earnest Money Deposit	₹ 3,360/-
03.	Duration of the contract	1 Month from date of commencement of the work.
04.	Last Date for Receipt of Tender	14.00 Hrs on 21/06/2017
05.	Date of Technical Bid Opening	14.30 Hrs on 21/06/2017
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 11 Pages (Technical Bid -10 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

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Dt. 05.06.2017

TECHNICAL BID

NAME OF THE WORK: Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011.

Ref: Enquiry no: 9251700019/ Dated: 05/06/2017; Due Dt: 21/06/2017

PRE-QUALIFICATION CRITERIA

A: Company Profile

1.	Name of the Company	
2.	Address	
3.	Phone No.	
4.	E-mail Address	
5.	BHEL Vendor Code (If any)	

B: Qualifying Criteria

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

Sl. No	Description	Vendor to confirm
1	Only those bidders/certifying agency shall quote who are accredited by any recognized National/ International accreditation body ("Accreditation Board for Certification of Bodies") for conducting In – house Training Programs for ISO 50001: 2011. Bidder has to submit proof of accreditation with technical bid.	
2	The persons deputed by the organization/ Vendor shall have minimum 3 years of experience for conducting training on ISO-50001 and should also be a BEE/IRCA certified Auditor (Documentary evidence like agreement / work order / completion certificate to be attached for the agency (or) The relevant documentary evidence to be provided for the persons nominated as trainer.)	
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 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 AND TECHNICAL TERMS & CONDITIONS

SCOPE OF WORK for Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011.

To provide training to BHEL executives on EnMS at BHEL, Trichy as listed below:

Sl.No	Title of the Training	No. of programs	Duration (days) of each program	No. of participants / program
1	Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011 Content : All Clauses understanding for effective implementation, special emphasize on Energy Planning, Energy Baselines, EnPIs, Objective, Targets & Action Plan.	2	3	24 (Total 48)
2	Target for Completion of Training – (July 2017) – both program shall be completed consecutively. (Vendor shall mention the tentative training period in the offer) - Dates			

Training Content:

- Discuss the fundamentals of energy management
- Interpret the requirements of ISO 50001 from an implementation perspective
- Identify the resources needed to implement ISO 50001
- Develop energy policies, processes, targets and measuring methods
- Develop a plan to implement an ISO 50001 EnMS
- Define and develop baseline, significant energy uses, energy performance indicators
- Integrate the EnMS with other management systems
- Establish internal benchmarking, measuring and documenting for improving energy performance
- Complete the Certified Lead Implementer Professional ISO/IEC 50001 Certificate Exam
- Develop skills to conduct Internal Audit as per ISO 50001 standards requirements
- Cost reduction (energy, maintenance, downtime, etc.) & enhanced competitiveness
- Meet Legal Obligations (for NMEEE, CDM project sanctions, PAT Targets etc.)

In addition, ISO 50001 includes informative annexes giving guidance on how to implement the above requirements and a table comparing the requirements of ISO 50001 with other ISO management system standards

B. Training venue: The Training Classes shall be conducted at HRDC Training Hall at BHEL, Trichy

C. Course material: Trainer shall provide two set of Training Materials to BHEL for further multiplication of the same to the participants

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D. Certificate: The training agency shall issue a certificate to the participants on successful completion of the course.

General Conditions:

1. The number of Energy Management Team members to be trained is around 50.
2. Working lunch for the consultant will be provided by BHEL.
3. Boarding & Lodging Local Conveyance: Boarding, Lodging & Local conveyance facility within Trichy shall be provided by BHEL free of cost.
4. Quotation submitted by the training agency shall be comprehensive and shall cover the charges for the scope of work given + the logistics (travel expenditure up to Trichy), excluding Boarding & Lodging Local Conveyance.
5. No Price Variation: The final lowest rate shall be remain unchanged throughout the contract period.

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GENERAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) The contractor should mention the point to point confirmation.
- 2) Contractor should commit for Terms and Conditions of the enquiry otherwise the offer shall be liable for rejection.
- 3) **TWO PART BID SYSTEM:** Contractor should send their offer for two part bid system as below
- 4) Contractor may visit to get acquaintance with quantum of day to day work by visiting BHEL Trichy premises before quoting.
- 5) 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.
- g) Tender should not be addressed to any Individual's name but only by designation to:

THE ENGINEER 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.

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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.

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COMMERCIAL TERMS AND CONDITONS FOR M&S CONTRACTS

- 1) 100% Payment will be made after completion of work on pro rata basis on submission of invoice 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) **Rate should be quoted as per price bid.**
- 6) Taxes if any will be mentioned separately in the offer.
- 7) The contractor should quote the validity of the offer.
- 8) If two or more vendors offer the same rate, negotiation will be conducted separately.
- 9) 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

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MAINTENANCE & SERVICES DEPARTMENT

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ENQ No: 9251700019

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SCHEDULE FOR PRICE BID

**SUB: Training for Certified Lead Implementer Program on Energy Management System
EnMS ISO 50001:2011.**

Ref: Enquiry no: 9251700019 / Dated: 05/06/2017; Due Dt: 21/06/2017

Sl. No	Description of Work	Lump sum value for entire scope of work (in Rupees)
1	Training for Certified Lead Implementer Program on Energy Management System EnMS ISO 50001:2011 Content : All Clauses understanding for effective implementation, special emphasize on Energy Planning, Energy Baselines, EnPIs, Objective, Targets & Action Plan.	
	Offer value (Excluding service Tax)	
	Service Tax@.....%	
	Offer Value (Including Service Tax)	

Note:

1. Bidder shall quote for their charges which will include the travel expenditure up to Trichy & the applicable taxes and duties. Boarding, Lodging and local conveyance within Trichy will be provided by BHEL.
2. Certified Trainer has to make their own arrangements for transportation up to Trichy.
3. Working lunch for the consultant will be provided by BHEL.
4. Local transportations within Trichy will be provided by BHEL.

Taxes if any should be quoted extra.

- 1). Payment terms: 100% Payment will be made after completion of work on pro rata basis on submission of invoice in triplicate duly certified by Engineer In Charge.
- 2). Tax deduction will be made from 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