

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: 9451700017

Dt. 07.07.2017

NOTICE INVITING TENDER

SUB: CLEANING OF SUB STATIONS.

Ref: Enquiry no: 9451700017/ Dated: 07/07/2017; Due Dt: 04/08/2017

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 super-scribing the name of work, enquiry number etc.

- 1) EMD cover shall contain requisite **EMD of Rs: 4352.00 /-** 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 the items given in the price bid.

The complete Technical bid and price bid along with requisite **EMD of Rs 4352.00/-** shall reach the office of the undersigned on or **04/08/2017 at 10.00 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 **10.30 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

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	CLEANING OF SUB STATIONS
02.	Earnest Money Deposit	Rs : 4352.00 /-
03.	Duration of the contract	12 Months from date of commencement of the work.
04.	Last Date for Receipt of Tender	10.00 Hrs on 04/08/2017
05.	Date of Technical Bid Opening	10.30 Hrs on 04/08/2017
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 10 Pages (Technical Bid -09 Pages, Schedule for price bid – 1 page).

ISSUING OFFICER

Sign & Seal of Contractor

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Dt.07.07.2017

TECHNICAL BID

NAME OF THE WORK. CLEANING OF SUB STATIONS

Ref: Enquiry no: 9451700017/ Dated: 07/07/2017; Due Dt: 04/08/2017

PRE-QUALIFICATION CRITERIA

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

Sl. No	Description	Vendor to confirm
1	Only those vendors who have done cleaning work in the electrical installation in the past five years as on date of opening the tender shall quote.	
2	The vendor should submit the performance / work completion certificate from minimum one of the customer for whom cleaning work was done in the customer letter head regarding the satisfactory performance of the work.	
3	Name and contact details like E-mail, Phone number, Fax no, etc. of the customer / company where the 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	(i) BHEL Vendor code (if applicable) - (ii) PAN Number (Copy to be Enclosed) - (iii) GSTN registration Number (Copy to be Enclosed) - (iv) Mobile number (Which is linked to GSTN registration Number) - (v) Email id (Which is linked to GSTN registration Number) – (vi) HSN Code - Offer will be entertained only if the vendor submit the details as above & has a valid GST registration no. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer. Otherwise the offer shall be rejected.	
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 & BILL OF QUANTITIES :

ITEM NO.	SCOPE OF WORK	UOM	QTY	RATE IN Rs.	VALUE IN Rs.
10/10	Cleaning the dust, oil leakage in the transformer, cleaning the floor, removal of dust and cob webs on the walls and ceiling of 40 transformer rooms for 12 times per year. (40x12=480 Nos) in and outside the factory premises. (Monthly once).	NO	480	72.00	34560.00
10/20	Cleaning the dust on the peripheral of switch gear panels (L.T & H.T), top portion of the Switch gear panels, battery chargers, capacitor anks, cleaning the floor, removal of dust and cob webs on the walls and ceiling of the substation Hall, walk way on the front & ramp of the hall, side way of the entrance of 41 No of substation hall room for 12 times per year. (41x12=492Nos.)(Monthly Once).	NO	492	72.00	35424.00
10/30	Cleaning the dust and cob webs on the walls and ceiling of the cellar rooms, cleaning the floor of dust as well as mud if any, cleaning the cables and cable hangers of 16 Nos. of substation cellar rooms inside and outside of the factory for 3 times per year.(16x3=48 Nos)(3 times/year).	NO	48	72.00	3456.00
10/40	Removing the vegetation/grass/green plants/thorny bushes/tree branches/unwanted materials etc., from the outer precast slab/ gravel yard of the transformer/structure/compact substation for 51 Nos. of places for 6 times per year inside and outside of the factory and transporting and dumping the removed vegetation in the designated place as per the instruction of the substation in-charge (51x6= 306 Nos) (six times/Year).	NO	306	72.00	22032.00
10/50	Removing the vegetation/grass/plants etc., inside and outside of earth pit around 2 meter (approx.). Cleaning the Earth pit area and watering the earth pit from nearby the water out lets for the 424 Earth pits inside and outside of the factory premises at 4 times. The removed vegetation shall be disposed at a designated place as per the instruction of S.S in-charge. for 4 times (424x4= 1696 Nos) (4 times /Year). Note:- (1).The quantity mentioned are annual requirements. The quantities mentioned are tentative and it may be varied according to the need arises at the time of requirement. (2).Cotton Waste as required qty. will be supplied by BHEL at 1A1 SS. (3).Before starting/completion of the work, the Contractor should inform the area SS in-charge. (4).Water hose, cleaning materials like Broom, Sickle, Spade and Cob-web stick are under Contractor's scope. (5)Log sheet shall be maintained for recording the daily work and it should be signed by Substation staff.	NO	1696	72.00	122112.00

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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.
- 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.

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- 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.

GST:

1. Response to Tenders for Contractor will be entertained only if the vendor has a valid GST registration no which should be clearly mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer.
2. Contractor shall mention their GSTN registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain Invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no, commercial invoice no etc., then the Invoice No which is linked/uploaded in GSTN network shall be clearly indicated), item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, etc.
3. All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).

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) 100% Payment will be made after completion of work on pro rata basis 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.

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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High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES DEPARTMENT

ENQ No: 9451700017

Dt.07.07.2017

SCHEDULE FOR PRICE BID

SUB: CLEANING OF SUB STATIONS

Ref: Enquiry no: 9451700017 / Dated: 07/07/2017; Due Dt: 04/08 /2017

Sl. No. (1)	Approx. Value of work (2)	Below (- %) / At par (0%) / Above (+ %) of the rates appended in Bill of quantities	
		In Figures (3)	In Words (4)
1	Rs.2,17,584.00/- (Two Lakhs Seventeen Thousands Five Hundred and Eighty Four rupees only)		

NOTE: Please quote rate for the above item text with reference from detailed text of Scope of work.

- 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.
- 4). Cumulative L-1 will be considered for ordering.

Sign & Seal of Contractor