

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: 9451700037

Dt.07.12.2017

NOTICE INVITING TENDER

SUB: AMC for Cleaning of Welding Power Source and Electrical Control Panels for Machines at Building 50 & Unit II.

Ref: Enquiry no: 9451700037/ Dated: 07/12/2017; Due Dt: 29/12/2017

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 ₹ 1,232/-** & Payment of EMD must be in e-Collect mode only. 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 only the percentage rates ie., Below (- %) / At par (0%) / Above (+ %) of the rates provided in Price bid.

The complete Technical bid and price bid along with requisite **EMD of ₹ 1,232/-** shall reach the office of the undersigned on or before **29/12/2017 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	AMC for Cleaning of Welding Power Source and Electrical Control Panels for Machines at Building 50 & Unit II
02.	Earnest Money Deposit	₹ 1,232/-
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 29/12/2017
05.	Date of Technical Bid Opening	10.30 Hrs on 29/12/2017
06.	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

Sign & Seal of Contractor

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TECHNICAL BID

NAME OF THE WORK: AMC for Cleaning of Welding Power Source and Electrical Control Panels for Machines at Building 50 & Unit II.

Ref: Enquiry no: 9451700037 / Dated: 07/12/2017; Due Dt: 29/12/2017

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 carried out similar welding machine/electrical panel cleaning work within the past five years shall quote	
2	One Work Order copy supporting the claim of carrying out similar work shall be submitted along with the offer. BHEL reserves the right to verify the information submitted by the vendor. One Performance Certificate for satisfactory work completion shall be submitted along with the offer. The work carried out should not be older than 5 years(as on tender date).	
3	Only those vendors with valid EB or better electrical contractor license shall quote. Necessary proofs to be submitted along with the offer.	
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	(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/SAC Code – (optional) 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.	
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/ consultants/ 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	UO M	QTY	RATE	VALUE
10	<p>SCOPE OF WORK: Cleaning of Welding Power Sources, Portable Welding Machines and Electrical Control Panels for machines at Unit II</p> <p>1. Contractor should clean the welding power sources and electrical control panels once in 6 months.</p> <p>2. Contractor shall uncover the panels and power sources with proper tools under the supervision and assistance of M&S Supervisor after ensuring that power supply is switched off.</p> <p>3. Removing and cleaning of all dusts in the panel, louvers, panel exhaust fan, and the panel Air-conditioner units using Electrical blower. Air filters of panel ACs shall be removed, cleaned thoroughly with cleaning agent, dried and assembled back.</p> <p>4. Cleaning of remote panels, operator pendants, Junction boxes, cable ducts and related items without disturbing the wiring.</p> <p>5. Removing covers of the portable welding power sources/ machines and cleaning the inner parts of the machine from dust and dirt with a soft brush and electric blower.</p> <p>6. Contractor should assist all necessary cleaning work as and when required by BHEL.</p> <p>7. Maintenance area in-charge/supervisor will guide the contractor to carry out the work at site.</p> <p>8. Necessary workforce should be engaged on Sunday & other holidays or any working day as per the M&S Supervisor's guidelines.</p> <p>9. This contract work has to be carried out for the period of 12 months. (every 6 months/ cycle)</p> <p>Machine details for UNIT II:</p> <p>1). Total No. of Machines: 105 Machines</p> <p>a) No. of welding Power Source in above machines = 66</p> <p>b) No. of Electrical/Instrumentation power and control panels = 157</p> <p>2). Total No. of portable welding machines/power sources = 336</p> <p style="text-align: right;">Total Qty = 559</p> <p>Total cleaning quantity (2 X 559) = 1118 No.</p> <p>Total Qty: 1118 No.</p>	No.	1118	27.00	30186
20	<p>SCOPE OF WORK: AMC for Cleaning of Welding Power Sources and Electrical Control Panels for machines at Building 50</p> <p>1. Contractor should clean the welding power sources and electrical control panels once in 3 months.</p> <p>2. Contractor shall uncover the panel with proper tools under the supervision and assistance of M&S Supervisor after ensuring that power supply is switched off.</p>	No.	952	33.00	31416

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<p>3. Removing and cleaning of all dusts in the panel, louvers & filter bags, and panel exhaust fan etc., and the panel Air-conditioner units using Electrical blower.</p> <p>4. Cleaning of remote panels, operator pendants, Junction boxes, cable ducts and related Items without disturbing the wiring.</p> <p>5. Contractor should assist all necessary cleaning work as and when required by BHEL.</p> <p>6. Maintenance area in-charge/ supervisor will guide the contractor to carry out the work at site.</p> <p>7. Necessary workforce should be engaged on Sunday & other holidays or any working day as per the M&S Supervisor's guidelines.</p> <p>8. This contract work has to be carried out for the period of 12 months. (every 3 months/ cycle)</p> <p>Machine details for Building 50:</p> <p>1). Total No. of Machines: 70 Machines</p> <p>a) No of welding Power Source in above machines = 62</p> <p>b) No of Electrical power & control panels in above m/cs = 176</p> <p style="text-align: right;">Total Qty = 238</p> <p>Total cleaning quantity (4 X 238) = 952 Nos.</p> <p>GENERAL CONDITIONS: (For Item No. 10 & 20)</p> <p>01. Compressed air and electricity will be provided by BHEL free of cost at site.</p> <p>02. Necessary consumables (like Cotton wastes, blue cloths, white cloths, kerosene, petrol etc.,) required for the above work will be supplied by BHEL at site.</p> <p>03. Electrical blower, cleaning agent and other required tools are under contractor's scope.</p> <p>04. The contractor should arrange adequate number of work force for cleaning.</p> <p>05. The contractor shall take necessary safety precautions while execution of cleaning works in electrical panels and power sources. The contractor shall bring with him the necessary PPEs (hand gloves/safety shoes etc) for carrying out the works.</p> <p>06. Welding power sources & Electrical control panels are in different sizes & dimensions. Total Quantity is derived based on criticality in cleaning the Panel & Power Source.</p> <p>07. Daily log sheets should be maintained for recording work content for the day and the same shall be verified and duly attested by the area-in-charge.</p> <p>08. In case of power shut down for cleaning of machine control panels, welding power sources, stabilizers etc prior permission shall be obtained from bay-in-charge</p> <p>09. The quantity of panels mentioned above is only approximate.</p>				
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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's (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 10.30Hrs(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 contract 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 work carried out up to the period.

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COMMERCIAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) 100% Payment will be made for the completed jobs against the Contractor's Bills/ Invoice in four Copies.
- 2) Attendance register should be maintained.
- 3) **Payment of EMD & SD must be in e-Collect mode only, while making such payment, Enquiry number may be mentioned in Remark column. Offers without EMD shall be liable for rejection.**

Procedure to remit money to BHEL Trichy's Account :

Login to : <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=574693>

- a) Select State Bank Collect available on the top (pre login page)
 - b) Accept the terms and conditions and click "PROCEED"
 - c) Select State "TAMILNADU "and Institution type "INDUSTRY ".
 - d) Select " **BHEL TRICHY** under "INDUSTRY".
 - e) In the next page, Select APPROPRIATE category, fill details correctly & click "SUBMIT".
 - f) If all details entered are correctly populated, click "CONFIRM "to proceed.
 - g) Make payment as per your convenience. (Options available are payment of fees through **SBI Net Banking, State Bank ATM cum Debit Cards / Other Bank Debit / Credit Cards and through SBI Branches**).
 - h) SAVE & Keep the copy of receipt for future reference.
- 3) 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.
 - 4) 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/-
 - 5) Bonus @ 8.33 % to workmen to be paid.
 - 6) **Rate should be quoted as per price bid.**
 - 7) The rate that is offered should be comprehensive and no separate charges will be made towards expenses like travel, boarding and lodging.
 - 8) The contractor should quote the validity of the offer.
 - 9) If two or more vendors offer the same rate, negotiation will be conducted separately.
 - 10) 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 challans 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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SCHEDULE FOR PRICE BID

SUB: AMC for Cleaning of Welding Power Source and Electrical Control Panels for Machines at Building 50 & Unit II

Ref: Enquiry no: 9451700037 / Dated: 07/12/2017; Due Dt: 29/12/2017

Sl. No.	Approx. Value of work	Below (- %) / At par (0%) / Above (+ %) of the rates appended in Bill of quantities	
		In Figures	In Words
(1)	(2)	(3)	(4)
10	Rs. 30,186/- (Rupees Thirty Thousand One Hundred and Eighty Six only)		
20	Rs. 31,416/- (Rupees Thirty One Thousand Four Hundred and Sixteen only)		

- Taxes if any should be quoted extra.

- 1). 100% Payment will be made for the completed jobs against the Contractor's Bills/ Invoice in four Copies.
- 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). Individual L-1 will be considered for ordering.

Sign & Seal of Contractor