



Bharat Heavy Electricals Limited
(A Government of India Undertaking)
Boiler Auxiliaries Plant
Ranipet-632406

Tender Ref. No. 975522020E

WORKS CONTRACT MANAGEMENT

NOTICE INVITING TENDER	
Tender Notice No	975522020E DT: 09.08.2022
Name of work	Hiring of 8 no's A/c T-Board diesel taxis with driver on day rent basis.
Type of tender	Open tender.
Period of contract	Two Years from the date of commencement of work.
Earnest Money Deposit (EMD) Amount	Rs. 1,75,365/-
Last date & Time for Receipt of the Tender	19.08.2022 at 12.00 hrs.
Date of Technical bid Opening	19.08.2022 at 16.30 hrs. onwards.
<i>(Please obtain updated information from the BHEL website about the latest applicable dates & other changes if any in the tender contents)</i>	
Date of Price Bid Opening	Bidders whose technical bids are found acceptable will be intimated separately about the status of their offers and the date of opening of Price Bid/ Reverse Auction.
Place of submission of Tender	BHEL e-procurement portal https://eprocurebhel.co.in/nicgep/app
Place of the Tender Opening	BHEL e-procurement portal https://eprocurebhel.co.in/nicgep/app
Note:	
1. The Tender documents can be down loaded from BHEL e-procurement portal https://eprocurebhel.co.in/nicgep/app and BHEL website https://www.bhel.com/tenders and also from Central Public Procurement Portal (CPP) website: http://eprocure.gov.in/epublish/app	
2. Bidders have to submit offer in BHEL e-procurement portal only (https://eprocurebhel.co.in/nicgep/app)	
3. BHEL reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever.	
4. All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the BHEL e-procurement portal only (https://eprocurebhel.co.in/nicgep/app) only and not in any other portal/medium. Bidders shall keep themselves updated with all such developments.	
5. BHEL reserves the right to reject any tender on the basis of unsatisfactory performance of the bidder in any ongoing job or any similar job in the past.	
Note: - 1) Tenderer should sign and affix seal in all the pages of this document and all supporting documents.	
2) Tenderer should sign and affix seal in No Deviation Certificate at the page No. 38.	

We hereby accepted above
(signature & seal of bidder)



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PRE-QUALIFICATION REQUIREMENT

Sl. No.	REQUIREMENTS
1	The contractor shall provide 8 Nos. of RTO Permit A/C T-Board Diesel Taxis with Driver on hire basis.
2	The Engine cylinder displacement capacity of the vehicle shall be 1199 CC or more.
3	Model 2017 or later. Color of the vehicle shall be White/Silver only.
4	The bidder should have minimum 1 No. of T-Board taxis in the name of the firm or in the name of the partners before the date of tender opening. Necessary copies of RC book, Insurance certificate, permit of car, and in case of partnership, copy of partnership deed before 90 days as on tender date should be submitted along with the offer as proof. Originals will be verified manually /through Parivahan website.
5	BHEL reserves the right to verify the information provided by the bidder, in case the information provided by the bidder is found to be false/incorrect, the offer shall be rejected.
6	Services offered by the bidder must meet the requirements of contract as detailed in the Scope of supply.
7	The average annual financial turnover to be at least Rs.26.6 lakhs during last five years ending 31.03.2021 (01.04.2016 to 31.03.2021).
8.1	<p>The bidder shall have either of the following experience:</p> <ul style="list-style-type: none">a) Three similar completed works costing not less than and equal to the amount Rs. 35.07 Lakhs each (OR)b) Two similar completed works costing not less than and equal to the amount Rs. 43.84 Lakhs each (OR)c) One similar completed works costing not less than and equal to the amount Rs. 70.14 Lakhs <p>Contract value excluding GST.</p> <p>Note: Similar works means “The bidder should have executed /executing Hiring of taxis for state/Central Govt. or Public Sector under takings or Enterprises or any private firms in the last Seven years as on last day of month previous to the one in which applications are invited.</p> <p>Necessary work order copies have to be submitted along with the offer as proof for the above requirement. Experience proof other than BHEL Ranipet shall contain work order copy along with Form 26AS/TDS certificate/bank statement for payment from the organization or the contract completion certificate. Otherwise the offer will be rejected.</p>
8.2	<ul style="list-style-type: none">a) All MSE (Micro / Small) bidders are exempted from prior experience and prior turnover subject to meeting of quality and technical specifications (clause 4 referred above).b) All start-ups recognized by Department for Promotion of Industry & Internal trade are exempted from prior experience and prior turnover subject to meeting of quality and technical specifications (clause 4 referred above).
8.3	The financial PQR w.r.t. Turnover criteria is given below:

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(A)	The bidder has to submit financial accounts (audited, if applicable comprising of Audit report, Balance Sheet, Profit & Loss A/c Statement and Notes/Schedules pertaining to Turnover/Sales/Revenue), for 5 years (or from the date of incorporation, whichever is less) as on tender due date to review the above criteria. In case the incorporation of vendor is less than 3 years, average annual financial turnover shall be calculated based on available information as below: - 1) If the accounts are available for ≤ 1 Financial Year, the Average Annual Turnover shall be calculated based on available information divided by 1 (One). 2) If the accounts are available for >1 but ≤ 2 Financial Years, the Average Annual Turnover shall be calculated based on available information divided by 2 (Two). 3) If the accounts are available for >2 but ≤ 3 Financial Years, the Average Annual Turnover shall be calculated based on available information divided by 3 (Three).
(B)	Average annual financial turnover of any 3 Financial Years out of last 5 financial years (beginning from 01.04.2016 -31.03.2021) should not be less than 26 lakhs. *
(C)	While calculating Annual Turnover / Sales, other operating income and other income shall not be considered.

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SCOPE OF WORK

1. This contract envisages providing 8 Nos. of RTO Permit A/C T-Board Diesel Taxis on hire basis for a period of Two years to meet the needs of BHEL, Ranipet.
However, the quantity may increase or decrease based on demand (Requirement: Minimum 6 taxis & Maximum 10 taxis).
The quantity increase / decrease will be informed to the contractor in two weeks' notice period.
2. **The contractor has to supply RTO Permit A/C T-board taxis manufactured in the year 2017 or later with 1199 CC or more. Any brand/model is acceptable (Hatch Back / Sedan)**
3. The color of the vehicle provided should be WHITE / SILVER only.
4. The above A/C taxis will be utilized by BHEL for partial/full day operation for local trips without any restrictions.
5. Full day total operating hours of the vehicle will be 12 hours per day during the contract period of Two years.
 - a) Vehicle will be used on all working days.
 - b) For Sundays & Holidays, based on need, required vehicle will be booked with prior intimation.
6. Diesel charges shall be fully reimbursable by BHEL @ 15 km per litre, as per the rate announced by IOCL, prevailing at IOCL dealer, Ranipet from time to time during the contract period. In the event of usage in Non A/c mode, diesel charges for 16 KM per litre will be reimbursed by BHEL. In case of non-functioning of A/c, Rs.2/- per km shall be deducted as penalty from the monthly bill and corresponding running KM, diesel charges shall be reimbursed by BHEL @ 16KM per litre.
7. Detention charges will be paid only when the vehicle is used in a day beyond 12 hours in a day operation and the payment will be made on pro rata basis. Fractional hours will be rounded off (i.e. less than half an hour will be ignored and more than half an hour will be rounded off to one hour).
8. In exceptional cases when the taxi is engaged for short duration which is less than 12 hours, the rent will be paid on pro rata basis with fuel charges for actual km covered.
9. Rate quoted by the contractor will be firm throughout the contract period.
10. The actual parking charges, toll charges etc. incurred during the operation will be reimbursed by production of original receipt without any correction or over writing with signature and name seal of the user.
11. The vendor shall ensure that the drivers along with the vehicle are available all the time during operations.
12. The condition of the vehicle like engine functioning, suspension, door, tyres, head lights and indicators, horn, safety belt etc. should be in good condition failing which the vehicle will be removed from operation till the defects are set right in such case the vendor should provide good alternate vehicle immediately.

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13. The vendor should arrange to attend complaint in the vehicle notified by BHEL immediately with in a short period of notice and an alternate vehicle of same (or) higher model & year of registration (1199 CC or higher) has to be provided to BHEL till completion of the complaint.
14. The starting and closing of km readings will be accounted at BHEL Transport section or vehicle reporting section only and it will be certified by the pooling section –in-charge of BHEL Transport or reporting section in charge as applicable.

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CHECK LIST
(to be filled by Bidder)

S No	Description	To be filled by bidder
1	Name of the Tenderer	
2	Address for Communication	
3	Email Cell Phone Fax	
4	Whether the firm is individual firm or Sole proprietorship firm or partnership firm or Hindu undivided Family or association of persons or Private Limited company or Public Limited company or any other please specify	
5	Whether the contractor has registered his workmen under employees State Insurance Act. If so, the Registration No./ Enrolment Number may be furnished. (Photo copy is to be enclosed)	
6	PAN no and documentary proof (Photo copy has to be enclosed)	
7	The GST heads under which the enlisting person registered with GST Authorities and copy of GST registration certificate has to be enclosed.	
8	Whether the contractor has registered his workmen under Employees Provident Fund and Miscellaneous Provisions Act. (Photo copy is to be enclosed)	
9	Applicable GST quoted Note: Please refer clause no.39 of Special terms and conditions of this Tender regarding GST.	Central tax@ _____% State tax @ _____% Integrated tax@ _____% Union territory tax@ _____%
10 a	GST Mode - RCM	Yes/No. If Yes, applicable GST % is _____ %
10 b	GST Mode - FCM	Yes/No If Yes, applicable GST % is _____ %
11	EMD Details	
12	MSE Details (Udyam Registration)	

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Instructions to Bidder

1. Earnest Money Deposit (EMD) amount of **Rs. 1,75,365/- (Rupees One Lakh Seventy-Five Thousand Three Hundred and Sixty-Five Only)** must be accompanied with the tender in the form of: -

- a) Demand Draft (DD) drawn from any nationalized bank in favour of "BHEL, Ranipet" payable at Ranipet (or) SBI, Mukundarayapuram (code 7013).
- b) Fixed Deposit Receipt issued by scheduled banks/ Public Financial Institutions as defined in the company's act. FDR should be in the name of the contractor, a/c BHEL.

Note: If bidder is paying EMD through Demand Draft or Fixed Deposit Receipt (FDR), original copy to be sent to the following address:

**Sr. Engineer/ WCM DEPARTMENT,
ENGG. BUILDING – GROUND FLOOR (WEST SIDE),
BHARAT HEAVY ELECTRICALS LIMITED,
RANIPET, Ranipet DISTRICT,
TAMIL NADU– 632 406.**

Tenders must be addressed to the Sr. Engineer/WCM in a sealed cover by super scribing the tender enquiry number on the cover. Also scanned copy of EMD to be submitted along with the technical bid.

- c) Pay online (SBI Collect)
 - i. Visit <https://www.onlinesbi.com/sbicollect/icollethome.htm>
 - ii. Click "Proceed" button
 - iii. Select "Tamilnadu" in the drop down menu under "State of Corporate/Institution".
 - iv. Select "PSU-PUBLIC SECTOR UNDERTAKING" in the next drop down menu under "Type of Corporate/Institution"
 - v. Click "Go" button
 - vi. Select "BHEL BAP RANIPET" in the drop down menu under "PSU-PUBLIC SECTOR UNDERTAKING".
 - vii. Click "Submit" Button
 - viii. Select "EMD" in the drop down menu under "Select Payment Category"
 - ix. Now Fill in the required details and ensure correctness of data filled. Ensure that you are entering correct enquiry/tender number and other details correctly.
 - x. Make payment for EMD as required in tender after entering the details and enclose copy of receipt along with tender documents.

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d) Bidders can pay EMD through online on below account:

NAME OF BANK	STATE BANK OF INDIA
BANK BRANCH ADDRESS	STATE BANK OF INDIA BHEL PROJECT BRANCH MUKUNDARAYA PURAM BHEL TOWNSHIP RANIPET-632406
ACCOUNT NO	10664849171
MICR CODE	632002003
IFSC CODE	SBIN0007013
SWIFT CODE	SBININBB450

2. The Earnest Money Deposited by the successful tenderer will be retained towards security deposit for the due fulfilment of the contract.
3. In the case of unsuccessful tenderers, the earnest money will be refunded normally within 15 days of acceptance of award of work by the successful tenderer.
4. "No interest shall be payable by BHEL on Earnest Money or Security Deposit, if applicable, or any money due to the contractor by BHEL".
5. "BHEL shall have the right to recover any money due from the contractor from any money due to the contractor under this contract or any other contract or from the security deposit".
6. The Bharat Heavy Electricals Limited, reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason there for.
7. Should a tenderer or a contractor has a relative or in the case of a firm or company of contractors, any of its shareholders or shareholder's relative, employed in Bharat Heavy Electricals Limited, the authority inviting tenders shall be informed of this fact at the time of submission of the offer, failing which the offer may be disqualified or if such fact subsequently come to light, the contract may be cancelled.
8. BHEL employees and their dependents are NOT eligible to submit their offer against this contract. Even if they submit out of ignorance, the offer shall be disqualified.
9. If the contractor deliberately, gives wrong information in his tender or creates conditions favorable for the acceptance of his tender, Bharat heavy Electricals Limited reserves the right to reject such tender at any stage.
10. Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
11. AGREEMENT: The tenderer after award of work by BHEL through letter of intent shall execute an agreement in the form and the manner as specified by BHEL on non-judicial stamp paper of value not less than Rs.100.00. The cost of stamp paper will be borne by contractor.
12. STAMPING THE AGREEMENT: The expenses of completing and stamping the agreement are borne by the contractor.

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13. Multiple Bids: -

The bidder in his own interest shall submit only one id. If a bidder submits multiple bids, all the bids are liable for rejection. Bids shall be considered "Multiple" in the following circumstances:

- a) Two bids by the same party
- b) If one bidder is the affiliate of another bidder.

For the purpose of this clause "Affiliate" shall mean with respect to any person, any other person that directly or indirectly, controls, is controlled by, or is under direct or indirect common control with, such person, or is a director/ member/ office/ employee of such person or of any person who would otherwise qualify as an affiliate of such person pursuant to this definition.

"Person" for the purposes of this definition shall mean any natural person, individual, corporation, limited partnership, co-operative, general partnership, joint stock company, joint venture, association, company, trust bank, trust company, land trust, business trust, corporate body or other organization, whether or not a legal entity.

14. Offers of the Contractors/Suppliers, against whom, any unit of BHEL had initiated process for "Suspension of Business Dealings" or already done will summarily be rejected.

15. Suspension of Business dealings with Suppliers:

Any supplier against whom action has been initiated under "suspension of business dealings with suppliers" are not qualified to participate in this tender. Before submitting offer, prospective bidders are advised to visit our web-site www.bhel.com / supplier registration to familiarize themselves with BHEL's policy and procedures of Suspension of Business Dealings with Suppliers. Submission of offer shall be deemed to be evidence of the Bidder to have read and understood the above said policy.

16. Treatment of Banned / Under-performing Vendors:

Any supplier who has been put on "Hold" or "Banned" from having business dealings with BHEL, Ranipet or any other unit of BHEL shall not submit their offer against this tender. If any such offers are received they would be summarily rejected and sent back. During the processing of tender, if any unit of BHEL puts a supplier on "Ban" then further processing of the offer will not be taken up and in case an order is placed, BHEL, Ranipet may resort at their discretion to cancel the PO either fully or partially.

17. In quoting the rates, the tenderers are advised to take into account of all the factors including any fluctuations in the market rates etc. No claim shall be entertained on this account after acceptance of the tender or during the currency of the contract.

18. QUOTING: The tenderer should quote the total lump sum price for the entire contract scope. Percentage allocation against each rate schedule is provided in price bid for your quoting purpose. Individual schedule rates so derived based on the total lump sum price shall be deemed to be the contract rate for all purpose.

19. The rates quoted in the tender shall remain valid for a period of three months from the date of technical bid opening for acceptance by BHEL. No unsolicited revision in the tender offer shall be entertained after opening of tenders and till expiry of the validity period.

20. Any deviation to this tender terms & conditions and schedules of this tender will lead to total rejection of the offer submitted.

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21. If a tenderer withdraws his offer after submission or after acceptance, fails to engage sufficient manpower in accordance with the instructions of the Manager/Production, the earnest money deposited by him will be forfeited and acceptance of his tender will be withdrawn.
22. The Tenders shall closely pursue all the clauses, specifications and drawings indicated in the tender documents before quoting. Should the bidder have any doubt the meanings of any portion of the tender specification or find discrepancies or omission in the drawings or the tender documents issued are in complete or shall require clarification on any of the technical aspect, scope of work etc., he shall at once contact the authority inviting the tender for clarification before the submission of the tender.
23. Before tendering, the bidders are advised to inspect the site of work and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available, position of material and labour. No claim will be entertained later, on the ground of lack of knowledge.
24. In the event of expiry or in capacitance of a tenderer after submission of the tender, BHEL may at their discretion cancel their offer/quotation.
25. The tenderers can visit BHEL on working days during office working hours for any clarifications before submitting their offer.
26. If vendor have their MSE Certificate (Micro/small only) (or) start-ups recognized by Department for Promotion of Industry & Internal trade (DPIIT), EMD need not to pay for this work. MSE bidders have to submit Udyam Registration Certificate and Start-up companies, they have to submit DPIIT certificate.
27. **The price bid shall be evaluated as a package and not as line items. The contract will be finalized based on the overall LOWEST value and will be awarded to single bidder only.**
28. BHEL reserves the right to reject any tender on the basis of unsatisfactory performance of the bidder in any ongoing job or any similar job in the past.
29. The following points shall be taken note while quoting the rates:
 - a) The rate quoted shall be firm throughout the period of contract and extended contract period also. No cost escalation is allowed on any account.
 - b) Contractor should not claim for any variation in quantity.
 - c) At the end of completion, the contract may be extended on mutual agreement.
30. Possession of PF registration number is not mandatory. However, the successful tenderer has to register with PF authorities and furnish the registration number before first Running Account Bill.
31. **Bidders have to submit their offers through BHEL eProcurement portal only.**
32. **If vendor have their MSE (Micro / small only) Certificate (or) start-ups recognized by Department for Promotion of Industry & Internal trade, EMD need not to pay for this work.**
33. Incomplete offers shall become liable for rejection.
34. EMD by the tenderer will be forfeited if
 - (i) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates,

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- (ii) The tenderer does not commence the work within the period as per LOI/Contract. In case the LOI/ Contract is silent in this regard then within 15 days after award of contract.
35. All entries in the tender documents should be in one ink. Erasures and over-writings are not permitted. All correspondences and insertions should be duly signed by the tenderers concerned. Tenderer has to put sign and seal at the bottom right side in all the pages of tender documents.
36. The tenderer should fill and sign the “checklist of this Tender document” which forms part of the technical bid.
37. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in acceptance with the tender conditions laid down by the Accepting Officer, are liable for rejection.
38. If a tenderer expires after submission of his offer, the Bharat Heavy Electricals Ltd, may be at their discretion to reject such offer.
39. BHEL reserves the right to negotiate with L1 bidder.
40. Tenderers shall not increase their quoted rates in case BHEL negotiate for reduction of rates, such negotiations shall not amount to cancellation or withdrawn of the original offer and the rates originally quoted shall be binding on the tenderers for a period of three months from the date of opening of tenders.
41. The tenderer should be present if called for negotiation. In case, the tenderer’s authorized person is attending the negotiation such person should have the authorization letter and he should be capable of taking spot decisions.
42. The Successful Tenderer shall agree to the following conditions:
Contractor shall indemnify and keep indemnified BHEL, its other contractors and/or sub-contractors and its/their employees from all actions, proceedings, suits, claims, demands, liabilities, damages, losses, costs, charges, expenses judgments and fines arising out of or in the course of, or caused by the execution of work under the Contract or other obligations hereunder directly or indirectly associated herewith which may arise due to:
- i) breach of law by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - ii) negligence or wilful default by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - iii) failure by Contractor to proceed with Project in accordance with the determinations, instructions and clarifications of Company pending disagreement, dispute, protest, request for arbitration/ court proceedings
 - iv) loss of property or death of any employee of BHEL or of its other contractors/ sub-contractors. The above shall be without prejudice to any other remedy that may be available to BHEL whether as per law, contract, equity or otherwise. The quantum of work/ nature of work to be carried out by the hired crane will be decided by BHEL from time to time and the availability of the combination of work.
43. Discrepancy in “words “& “Figures “:
- a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.

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- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.
 - d) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.
44. The tenderers are requested to bear in mind the entire operations involved, and the conditions during currency of the contract, and request for rate revision of any kind will not be entertained.
 45. BHEL will not be bound by any Power of Attorney granted by the tenderer or on their behalf or changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
 46. The general and special conditions of contract are complementary to each other and where there is a conflict, the special conditions shall prevail. In regard to matters not covered by the General or Special Conditions of Contract, those contained in the specifications approved by BHEL shall apply.
 47. The "GENERAL CONDITIONS AND INSTRUCTIONS TO TENDERERS AND SPECIAL CONDITIONS TO THE TENDERER" shall be deemed to form an integral part of contract for the work to be entered into.
 48. If a ring formation is suspected, BHEL may reject all offers or retender or call new sources who have not been contacted or responded against this tender.
 49. BHEL reserves the right to accept or reject the lowest or any other tender or accept or reject any part of such tender without assigning any reasons therefor.
 50. All the information as called for in the various clauses and annexure of tender specification should be furnished. The details so furnished should be complete in all respects and as per the formats prescribed in the Tender specification (Statutory requirement of Contract). The bidder may have to produce original documents for verification, if so decided by BHEL.
 51. Offers received with any deviation or without relevant information are liable to be rejected.
 52. Price bids received in any form other than prescribed in PRICE BID are liable to be rejected.
 53. The price quoted for this tender must be inclusive of all taxes and duties and GST.
 54. For any tender related clarifications contact 04172-283043/284698/ 284035. Email Id: arunkumarc@bhel.in , mpcsekhar@bhel.in, gsugumar@bhel.in.
 55. For scope of work /BOQ related queries contact 04172284884. Email Id: vjm@bhel.in
 56. **WCM is arranging this contract as a nodal agency. Execution of work, Bill Certification, Bill passing, Payment, Penalty, Contract closing etc., is the responsibility of end user.**

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Special Terms and Conditions of the Contract

1. REQUIREMENT OF VEHICLE: -

The vendor shall fulfil the following requirements in respect of the vehicle during the execution of the contract.

- a) The Engine cylinder displacement capacity of the vehicle shall be 1199 cc or more.
- b) The taxis should be provided with the following accessories inside
 - i. Seat covers & Seat belts
 - ii. Floor mat and foot mat
 - iii. Jockey and hand tolls
 - iv. Spare fuses
 - v. Black sticker on front light
 - vi. Mobile Stand, Mobile charger unit with cable.
- c) The vehicle should always to be kept very clean internally and externally.
- d) Periodical service of the vehicle in respect of the engine, wheel alignment and balancing etc. as recommended by the vehicle manufacturer to be done without fail.
- e) The vehicle offered shall be in good condition.
- f) Without BHEL prior permission, the vendor should not change the offered vehicle. In case of major breakdown, the vendor should replace with A/c T-Board taxis manufactured in the year 2017 or later with 1199CC of any brand/model is acceptable (Hatch Back / Sedan) with BHEL permission.
- g) All tyres including stepony in the taxi should be in good condition at the time of reporting.
- h) Sun control film pasted on the widow glasses should not be dark and should be as per Tamil Nadu Government norms, so that inner side of the car must be visible for the security personal.
- i) Playing Audio or Radio in the taxis is strictly prohibited within the factory premises.
- j) The vehicles engaged under this contract shall be in good condition and as per contract conditions only. After awarding the contract, the vehicles to be engaged by the successful bidder shall be inspected by M&S dept. officials of BHEL, Ranipet for the condition and up keep of the vehicles after documents verification before engaging the respective vehicles as per delivery schedule. If offered vehicle(s) are not acceptable to BHEL, then bidder has to offer the alternate vehicle(s) meeting contract conditions for inspection within the specified time. BHEL decision regarding acceptance / rejection of offered vehicle(s) is final. BHEL shall not pay any additional charges for bringing the vehicle for inspection. If the successful bidder has not produced the vehicles for inspection within the specified time, it will be treated as violation of contract and necessary action will be initiated under Risk purchase and Suspension of Business Dealings.

2. DRIVER

The vendor should fulfil the following requirements in respect of the Driver during the execution of the contract.

- a) The driver should possess valid driving LMV license with badge.

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- b) **The driver should have done eye test and submit the certificate for verification before commencement of work.**
- c) The driver should wear neat uniform (Back pant and White shirt) during the duty hours.
- d) Driver should not wear casual dress (like T-Shirt, Banyans & Jeans etc.)
- e) The driver should have mobile handset in good working condition.
- f) The driver should not be drunken while on duty and should not smoke inside the taxi.
- g) Driver should adhere to the instructions given by the section in-charge of BHEL Transport.
- h) Driver should first allow the passenger to get inside the taxi and then only driver should enter the taxi.
- i) If there is a hand luggage brought by officials, driver has to come forward and place the luggage in the taxi.
- j) Driver should adhere to the BHEL road safety rules and regulating inside the Factory and Township premises.
- k) Driver should strictly follow the motor vehicle rules while driving.
- l) Driver should wear safety belt while driving as per the Govt. rules.
- m) Driver should not demand money for any expenses from the user.
- n) Drivers should be sincere and maintain good discipline while on duty and should meet out the travel requirements of BHEL officials satisfactorily without any complaint. Any indiscipline /misbehaviour/complaint is notified, the driver while on duty will warrant change of driver.
- o) Driver should have Minimum 3 years driving experience as on the date of commencement of work. Certificate from the Bidder/ Executing department for the undergoing contract with BHEL for satisfactory performance shall be obtained.
- p) Adherence to bio-metric attendance of drivers and vehicle movement pass system when required.

3. OPERATIONS

- a) The vehicle should report at BHEL Transport pooling section /designated point at requested time, regularly to take entry and to get instructions.
- b) Trip sheets for taxis engaged will be supplied by BHEL. It is the responsibility of the taxi driver to get all the columns for each and every movement filled and get the entries signed by the user with staff number.
- c) In case of loss of original trip sheet, BHEL reserves the right not to entertain the claim.
- d) The taxi drivers should keep the relevant documents (driving license, Badge No, Road tax, RC, Insurance cover note, FC of the vehicle, Emission certificate etc.) with the taxi and produce as when required by BHEL. In case of original documents is not available immediately, copy of the same must be kept.
- e) Taxis shall report to BHEL in full readiness and serve for the entire day's operation in all respects.
- f) Taxi should operate only with the "ON CONTRACT WITH BHEL" name board supplied by BHEL during the time of operation.
- g) Any mishap (i.e. fire, accident etc.) occurring en-route is the complete responsibility of the vendor. He is also responsible for the safe, comfortable and timely transportation of the passengers.

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- h) The taxis shall report to BHEL with diesel sufficient for the operation of the entire day. After reporting to Transport, movement for taxis to fuel station outside BHEL for filling diesel is not permitted.
 - i) The vendor should not attempt to carry out any kind of repairs pertaining to their vehicles inside the factory premises except for tyre charges during punctures. In case of breakdown the vehicle has to be taken out of the factory and brought back after satisfactory completion of the complaint.
 - j) The vehicles shall be operated for twelve hours per day normally from 08.30Hrs to 20.30Hrs. However, the reporting and releasing time for the vehicle is likely to vary as per the requirements of BHEL.
 - k) The contractors should not change their vehicles without prior permission of BHEL. If any requirement to change the vehicle, 2017 or later with 1199CC of any brand/model is acceptable (Hatch Back / Sedan) with BHEL permission shall be replaced.
 - l) The Contractor should obtain feedback report from the user Official for satisfactory operation of the service / vehicle. Forms will be issued by Transport department / BHEL.
4. The vendor should not sub-let any portion of the contract
 5. The vendor shall at his own expenses reinstate, make good to the satisfaction of the BHEL Management and pay compensation for any injury to any person, loss or damage caused to any property within BHEL complex/adjourn highway/Roadway.
 6. Any addition or deletion or changes in the partnership deed should be informed to BHEL well in advance.
 7. Subject as aforesaid the provision of the Motor Vehicles Act or any Statuary modifications or amendments or r-enactment thereof and the rules made there under from time to time have to be followed by the Transport contractors.
 8. The vendor should ensure that there should not be any advertisement on the taxi.
 9. The taxis allotted for BHEL use will be checked by BHEL security personnel as when required.
 10. Taxis provided to BHEL on hire will be inspected by BHEL in respect of
 - a) Appearance of vehicle
 - b) Running condition of the vehicle
 - c) Upholstery
 - d) Physical fitness of the driver and the accepted for use.
 11. BHEL reserve its right to refuse to engage any vehicle even after arrival at the factory, if the driver and the vehicle do not conform to any of the regulations of M act.
 12. BHEL shall have the right to cancel the contract at any time, if the provision of the contract has not been adhered without prejudice to recover excess expenditure incurred by BHEL from security, running bills due for payment and any other provisions available for recovery as per the terms and conditions of the contract.
 13. BHEL shall have the right to short close the contract at any time due to administrative reasons by giving one-month notice in advance.
 14. **The Rate quoted by the Carrier shall be FIRM throughout the tenure of the Contract other than Diesel PVC.**
 15. The log-book for day-to-day work executed should be maintained by the Contractor and the signature should be obtained from the Authorized Executive of BHEL daily. The User Agency will certify the utilization of the taxi as per the Contract to forward the bill for payment to Accounts Department after verification.

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16. The contractor should engage his driver as required for transportation operation and equip himself depending on the nature of the operation with whatever personal productive equipment's necessary for the safety of the individual as applicable by statutory requirements such as factories act, motor vehicle act etc.
17. The contractor will have to work in the shifts (if required) as directed by concerned Officials and during the shift hours the crew of vehicle shall remain near the vehicle or office.
18. The work covered by this contract should be done under the contractor's direct supervision and should not be sub-contracted at any time.
19. Any damage to BHEL materials due to rough and faulty handling by the contractor's men will have to be made good by the contractor to BHEL. Similarly, if any damage caused to BHEL equipment's/installation, property of third party in the course of work by the contractor's men, the same shall be made good by the contractor.
20. In case the contractor fails to operate the contract or comply with any of the contractual obligation, BHEL reserves the right to get the same done at the contractor's risk and cost by engaging another agency departmentally.
21. BHEL Security and Safety Regulations should be observed by the tenders when their men /vehicles engaged in the work under this contract and the vehicle and man power used shall comply the statutory requirements.
22. The vehicles engaged should be in running /operating conditions meeting statutory regulations such as motor vehicle act etc.
23. Vehicles for which registration number have been declared by the contractor for the exclusive is against this contract should not be changed without obtaining prior permission in writing from BHEL Officer in charge.
24. The drivers engaged under this contract should not be permitted to stay inside BHEL complex after completing their day's work. It will be the responsibility of the contractor to take the labourers out of BHEL complex as soon as their day's work is over.
25. ESI identify card should be presented on demand by BHEL.
26. It should be ensured that the contract workers do not smoke, carrying matches, lighters, spark producing devices or keep naked flame near Gas-line, valves and any other equipment's connected with the Gas distribution system in areas with explosion/fire hazards and they shall not cook food with stove etc.
27. Contract workman shall not indulge in horseplay of any kind inside the Plant and the should not act in a manner that would distract the attention of other employee.
28. If the contractor's workmen are found violate the safety regulations, punitive action will be taken by withholding a sum of up to Rs. 500/- for each violation.
29. Security and safety regulations of BHEL should be observed and learnt while in BHEL complex. Ignorance of such regulations will not be accepted an excuse.
30. Any notice, direction or instruction to be given under the Contract shall be in writing and delivered by hand, post, facsimile or email the Contractor.
31. BHEL shall not be responsible for any consequences arising out of non-intimation of change of address and the contractor should update the address as and when there is a change.
32. As required under the Tamilnadu contract Labour (Regulation and abolition) rules 1975, the contractor will have to obtain the License in advance. This should be produced as and when demanded, if not, appropriate action will be taken against the contractor.
33. Since with effect from 01.11.1990 Provident Fund becomes applicable for engagement of a worker even for a single day, deduction of PF by the contractor has to be ensured. All such

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contractors have to apply to the PF Commissioner and get a separate code number allotted to them if they have not already been allotted a number or registered elsewhere or they are an exempted establishment having their own PF Trust etc. Proof of deduction as well as remittance of the PF dues to the appropriate authorities has also to be shown and proper records maintained.

34. The Contractor has to apply and provide ESI facilities to all his employees concern. Similarly, the contractor shall cover all his workers under ESI scheme and produce the enrolment/Code number allotted by ESI Authorities. The contractor shall be asked to furnish along with the bill each month for having effected payment of both deduction/contribution towards PF/ESI to the concerned statutory authorities.
35. The workmen engaged under this contract shall be covered by a comprehensive insurance scheme in the joint names of the contractor and BHEL. A copy of the attested policy along with premium receipt shall be deposited with BHEL before commencement of work.
36. The contractor shall pay the minimum wages to his workers not less than the wages that are being notified by the Tamilnadu Government under the minimum wages Act applicable for Engineering and Fabrication industry from time to time.
37. The contract labourer's shall also be allowed paid Weekly Off as per rules.
38. The contractor has to ensure payment of the statutory prescribed minimum wages as applicable from time to time and maintain proper records of their timely disbursement. These records would need to be preserved and made available even after the contract is over for any verification by the various statutory authorities.

39. **GST:** -

Registration & GST Rate:

- a) Bidder should indicate GSTIN No. (Copy of GST registration to be enclosed) and PAN No. (copy of PAN to be enclosed).
- b) Tender will be considered/ accepted, if & only if the vendor has a valid GST Registration No.
- c) Central Tax/ State Tax/ Integrated Tax/ Union Territory tax to be quoted as extra in %.
- d) Bidders to ensure correct applicability of Central Tax/ State Tax/ Integrated Tax/ Union Territory tax based on the Inter / Intra state movement Supply of goods and provision services or both.

Invoicing & Payment:

- a) The Tax Invoice for supply of Goods & Services should be raised as per the provision of GST Act & Rules and must compulsorily mention the following: -
 - i. BHEL-RANIPET GSTIN: 33AAACB4146P2ZL or GSTIN of BHEL Nodal Agency as mentioned in NIT or informed subsequently.
 - ii. HSN Code or Service Accounting Code for supply of goods or services.
 - iii. Name & address of supplier
 - iv. GSTIN of Supplier
 - v. Consecutive Serial Number & date of issue
 - vi. Description of goods or services
 - vii. Total value of supply
 - viii. Taxable value of supply
 - ix. Tax Rate – Central Tax & State Tax or Integrated Tax, Cess
 - x. Amount of Tax charged
 - xi. Place of supply

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- xii. Address of delivery if different from place of supply
- xiii. Signature of authorized signatory
- b) Reimbursement of GST to the vendor is contingent upon complying with the following condition by the service provider: -
 - i. Uploading the onward GST Return (GSTR-1) in GSTN Network portal within the statutory time period.
 - ii. Discharging the GST tax liability to the Government.
 - iii. Submission of Tax Invoice to BHEL.
 - iv. Submission of proof of payment of GST to BHEL.
 - v. Entitlement of Input Tax Credit by BHEL.

Penalty for Non-compliance of GST Act:

Penalty amount so determined along with GST if applicable thereon shall be recovered from the contractor.

Anti-profiteering Measure:

Any reduction in rate of Tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices.

Other Provisions:

- a) All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST).
- b) In case any changes in taxes and duties as per Gov. Notification (including GST), the same shall be applicable from time to time.
- c) If the Contractor is not registered for any statutory obligation and not liable there to, then a declaration shall be submitted along with offer that they are within the threshold limit.
- d) If any changes in GST (statuary variation) will be to the account of BHEL. But if the variation is effective during the delayed/extended period of execution for reasons attributable to the vendor, the same shall be borne by the contractor only. The required compliance under relevant statue shall be carried out.
- e) Any reduction in rate of Tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices.
- f) The agency should quote the applicable taxes and duties in the technical bid (part-A) as well as in price bid (Part-B).
- g) The Prices quoted above must be inclusive of all taxes and duties and exclusive of GST, which will be payable extra as per applicable rules and subject to Submission of documentary evidence.

The following details to be furnished by the bidder:

S. No.	Details	To be filled by the bidder
1	GSTIN No. (Copy to be enclosed)	
2	PAN No (Copy to be enclosed)	
3	HSN Code & SAC Code (Copy to be enclosed)	

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If any change in GST (statutory variation) will be to the account of BHEL. But if the variation is effective during the delayed/extended period of execution for reasons attributable to the vendor, the same shall be borne by the vendor only. The required compliance under relevant statute shall be carried out.

- a) The quoted rates shall also include expenditures towards complying statutory payments like Provident fund, ESI payments, bonus etc. for the labourer & staff deployed in the work.
- b) The contractor will have to submit the GST Registration certificate to BHEL and claim the GST from BHEL by submitting Tax invoice as per Rules & Regulations of GST and the documentary evidence will have to be submitted along with the next bill. If for any reason, the contractor has to pay penalty, interest on GST, the contractor has to bear such additional payment. BHEL will pay only the GST at actual. **The Bharat Heavy Electricals Limited will not entertain any claim in this regard.**

40. TERMS AND CONDITIONS WITH REGARD TO COMPLIANCE OF VARIOUS LABOUR LAWS BY THE CONTRACTORS FOR BHEL.

- a) The contractor shall not employ in connection with the work any person who has not completed 18 years of age.
- b) The contractor shall in respect of labour employed by him either directly or through sub-contractors, comply with or cause to be complied with the following statutory provisions and rules and in regard to all matters provided therein.
 - i. The contract labour (Regulation and abolition Act 1970) and the related Central Rules 1971.
The minimum wages Act 1948 and the related Tamilnadu Rules.
 - ii. The payment of wages Act 1936 and the related Tamilnadu Rules.
 - iii. The Factories Act 1948 and the related Tamilnadu Rules.
 - iv. The Employees Provident Fund and Miscellaneous Provisions Act 1952.
 - v. The Employees State Insurance Act 1948.
 - vi. The workmen's Compensation Act 1923.
 - vii. The Industrial Dispute Act 1947, and any other law, or modifications to the above or to the rules made there under from time to time.

c) REGISTRATION AND LICENSING:

Every contractor shall register his/her name with the welfare section of BHEL before taking up the work awarded to him/her by giving the following information and getting a code number:

- i. The name of the contractor.
- ii. Nature of contract work.
- iii. Period of work.
- iv. Number of maximum labour employed by him on any one day.
- v. License No. and date (applicable in case of contractors employing 20 or more worker)

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- vi. Whether enrolled for PF, ESI etc., and enrolment No. (contractor shall obtain their own PF code)

This information is called for the purpose of informing the inspector of Factories wherever they call for information regarding contracts.

- d) The contractor employing 20 or more workmen is required to obtain license from the authorities (The Deputy Chief Labour Commissioner(Central) Chennai. This license shall be amended and/or renewed wherever there is an increase in the workmen employed by him/her or in the event of contract being extended or renewed. The contractor shall inform the license number to the BHEL management before taking up the work.
- e) The contractor (Licensed or unlicensed) shall promptly furnish every information and document required by BHEL authorities for the purpose of fulfilling their obligations as principal employer and/or occupier of the factory and shall render all necessary assistance for the same.
- f) The contractor shall get the contract labourers engaged by him/her insured under workmen's compensation policy from General Insurance Corporation of India.
- g) The contractor shall ensure that all his workmen are covered under the Employees State Insurance Act and produce the registration number/enrolment number to the welfare section before executing the contract.
- h) The contractor shall also ensure that all his/her workmen are covered under Employees Provident Fund and Misc. Provisions Act 1952.
- i) **Minimum wages to be paid by the contractor (in INR).**

Description	For Unskilled Worker	For Semi Skilled Worker (Fresh ITI)	Skilled Worker (ITI Holder with 3 years' experience/Diploma Holder/ BE holder)
Basic Pay as on 01.04.2022	255.00	265.00	273.50
Dearness allowance as on 01.04.2022	236.19	236.19	236.19
BHEL Adhoc per day	106.77	126.00	141.38
Total wage per day	597.96	627.19	651.08
PF contribution@13% on total wages by employer*	77.74	81.54	84.64
ESI contribution@3.25% on total wages by employer	19.43	20.38	21.16
Bonus @8.33% on (Basic + DA)	40.92	41.75	42.46
EL Portion per day	29.90	31.36	32.55
Total amount	765.94	802.22	831.89

*PF contribution from employer to be restricted to 13% on Rs.15,000/-

Additional payment for contract workmen will be subsumed with any future increase in Dearness Allowance / Basic wages. Any further increase in minimum wages during the Period of the Contract to be paid by the Contractor with in the quoted Rates. The statutory requirements like PF, ESI will be applicable for the actual total wage per month inclusive of BHEL Adhoc. Bonus amount will be as per bonus act. Contractor

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quoted rate shall be inclusive of all the above payments including statutory payments thereon

- j) Payment of Bonus to be ensured as per Bonus act. The contractor has to pay the wages to their workers through worker's Bank account only.
- k) The contractor has to pay the wages to their workers through worker's Bank account only. no hand payment will be acceptable.
- l) The statutory requirements like PF (with sealing of Rs. 15,000), ESI will be applicable for the actual total wage per month inclusive of BHEL Adhoc. Contractor quoted rate shall be inclusive of all the above payments including statutory payments thereon.
- m) The contractor shall ensure payment of wages to the contract labour employed by him/her within three days from the end of wage period in case the wage period is one week or a fortnight & in all other cases before 10th day of the following month.
- n) All payment of wages shall be made on working days at the work site and during the working time and on dates notified in advance. In case the work is completed before the expiry of the wage period final payment shall be made within 48 hours of the last working day.
- o) Where the employment of any worker is terminated by or on behalf of the contractor, the wages earned by him shall be paid before the expiry of the second working day from the day on which his employment is terminated.
- p) Wages due to every worker shall be paid to him direct or to the person authorized by him in this behalf. All wages shall be paid in current coin or currency or in both.
- q) The contractor shall ensure the disbursement of wages in the presence of such authorized representatives of BHEL management.
- r) The above payment shall be verified by the authorized officers/representatives of BHEL with the following certificate on the payment sheet certified that the amount shown in column No. has been paid to the workmen concerned in my presence on at
- s) A certificate of payment shall be furnished in duplicate by the contractor to the Engineer In-charge each month.
- t) A notice showing the wage period and the place and time of disbursement of wages shall be displayed at the place of work and a copy to be sent to the welfare department by the contractor under acknowledgement.
- u) Notices showing the rates of wages, weekly rest days, hours of work, wage period, date of payment of wages, names and addresses of the inspectors having jurisdiction, the date of unpaid wages shall be displayed in Tamil and English in conspicuous places at the establishment and working by the contractor. The contractor shall inform the BHEL management every month the details of contract labour engaged for each contact in the following form.
 - i. Serial Number
 - ii. Location
 - iii. Period of work
 - iv. No. of contract labour engaged during the month
 - v. No. of days worked
 - vi. No. of man days worked
 - vii. Wages paid to his/her workers

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The above statement shall be furnished to BHEL management at the end of every month

- v) The following documents/formats under Contract Labour (Regulation and Abolition) Act 1970 and related Central Rules 1971 shall be maintained by each contractor.
 - i. Register of persons employed by the contractor.
 - ii. Employment Card.
 - iii. Service Certificate.
 - iv. Muster Roll, Wage Register, Deduction Register, Wage slip, Over time Register, Register of fines, Register of advances etc.,
- w) The contractor shall display the abstract of the contract labour (Regulation and application) Act and the rules there under both English and Tamil.
- x) Half yearly return shall be sent by the contractor in duplicate to the licensing officer.
- y) The contractor shall submit the returns required under the Contract Labour (Regulation and Abolition) Act 1970 periodically to BHEL management.
- z) The contractor shall without fail give up to date information in writing of the attendance of the workers employed by him/her.
- aa) The contractor shall ensure that his/her workers keep and produce their employment card when coming to duty and take them back when leaving duty.
- bb) All the above registers and records shall be preserved in original for a period of three years. All the registers, records and notice maintained under the Act and Rules shall be produced on demand by Inspector or any Authority under the Act.
- cc) No workers shall be required or allowed to work on Sunday unless he has or will have a Holiday or any one of the three days before or after the said day.
- dd) The contractor shall inform BHEL Management in the prescribed form details or the contract workers scheduled to work on Sunday, the day of rest and also indicate the substituted holiday in lieu thereof. This shall be intimated two days in advance before his/her workmen are booked for work on Sunday.
- ee) The contract labour working for more than nine hours in any day or for more than 48 hours in any week shall be paid wages at the rate of twice the ordinary rates of wages in accordance with the provisions of section 59 of the Factories Act 1948 and any amendment thereof.
- ff) The contractor shall provide all safety devices and personal protective equipment to his workmen at his/her own cost and shall ensure that his workmen wear/use such devices or equipment provided to them while doing the work and there should not be any relaxation on this.
- gg) The contractor shall give four paid national holidays to his workers, viz 26th January, 1st May, 15th August and 2nd October. The contractor shall ensure that his/her workmen vacate the premises after the shift is over.
- hh) The contractor shall give leave with wages to his/her workmen who have worked for a period of 240 days or more in the factory premises during a calendar year. This leave shall be allowed during the subsequent calendar year at the rate of one day for every 20 days or work performed by the worker during the previous calendar year. The worker whose service commences on a day other than the first of January shall be entitled to leave with wages at the above rate (one day for every 20 days or work) only if he had worked for a minimum of 2/3 of the

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- total number of days in the remainder of the calendar year. This leave will be admissible only during the subsequent calendar year.
- ii) The contractor shall comply with the provisions relating to welfare and health facilities as provided to the Contract Labour (Regulation and Abolition) Act 1970 read with the Tamilnadu contract labour Rules.
 - jj) Notwithstanding anything contrary to this, in the event of accident the contractor shall be required to fill injury report and submit the Engineer In-charge immediately and ensure the compliance of ESI/Workmen's Compensation Act, Factories Act and Rules made there under. He shall also maintain a register of accident as per the Act.
 - kk) The contractor shall get the contract labour engaged by him insured under Workmen's Compensation Policy from General Insurance Corporation of India before actually starting the work of contract. The insurance coverage should be for the entire period of contract. The contractor shall comply with the provisions of the Workmen's Compensation Act 1923 (This should be read in connection with the provisions of ESI Act).
 - ll) The contractor shall ensure that all his workmen are covered under the Employees State Insurance Act and produce to BHEL such Registration number/Enrolment number before executing the contract work.
 - mm) The contractor shall regularly pay the amount of contribution i.e., employer's contribution as well as employees' contribution in pursuance of the above scheme as fixed from time to time. The contribution payable presently is 0.75% of wages to be recovered from his/her workmen and 3.25% of wages to be contributed by the contractor. Contribution recovered from employee and contribution made by the contractor may be rounded to the next higher multiples of five paise.
 - nn) The contractor shall take note of any amendment that may be brought forth in the above contribution rate and act accordingly.
 - oo) The contractor shall ensure that his/her workmen are covered under the EPF and miscellaneous Provisions Act 1952 and accordingly produce to the BHEL Management the registration/enrolment number before award of contract work.
 - pp) All employees are eligible to become a member of provident fund from the date of joining the establishment and the worker and contractor contributions are 12% and 13% respectively. The contractor is also liable to pay any administrative charges in this behalf that may be decided from time to time. It will be the responsibility of the contractor to ensure such contribution payable in respect of workmen employed through sub-contractors also.
 - qq) The contractor shall take note of any amendment in the rate of contribution payable under the scheme from time to time.
 - rr) The contractor shall within seven days of the close of every month submit to BHEL a statement showing the amount of contribution payable/paid for employees engaged by him or through him and shall also furnish to BHEL such information, as principal employer is required to furnish under the provisions of the ESI Act and PF as well as the scheme made there under to the authorities concerned.
 - ss) Whenever any sum of money is found to be recoverable from or payable by the contractor under the above acts, the same shall be deducted from any sum that may

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be due or which at any time thereafter may become due to the contractor under this contract or under any other contract or from his security deposit. In case the recoveries are not sufficient to satisfy the claims the contractor shall pay the balance thereof on demand. In case any recoveries are made under this clause from the security deposit the contractor shall immediately thereafter pay such further sums as may be required to recoup the shortage caused by such recoveries in the amount of security deposit.

- tt) The contractor shall abide by all the labour and other laws applicable to contract labour/worker under this contract and shall at all times keep BHEL, indemnified against all losses, claims, prosecution under any law.
 - uu) In case of noncompliance of any of the provisions of the acts and in case BHEL having complied with the same, BHEL will be entitled to recover the same from the contractor/sub-contractor.
 - vv) Non exercise of any of the powers or rights available to BHEL hereunder or under any law, shall not in any way operate as waiver thereof.
 - ww) Contractor should follow all the provisions of labour legislation and statutory obligations. Provisions as and when amended will also apply.
41. WCM is arranging this contract as a nodal agency. Execution of work, Bill Certification, Bill passing, Payment, Penalty, Contract closing etc. is the responsibility of end user.
42. BHEL reserves the right to reduce the contract period (pre-close the contract), with 30 days' notice period depends on the requirement / without assigning any reason. Security Deposit will be refunded, if the contract is pre-closed for non-requirement by BHEL.
43. The contractor should have to arrange police verification certificate of concern workers (whom they are going to be engaged for these works) for obtaining entry pass.
44. **SAFETY PRECAUTIONS TO BE TAKEN BY THE CONTRACTOR**
- a) All safety precautions are to be taken by the contractor at his cost.
These safety measures shall be deemed to form an integral part of the Work Order/ Agreement.
45. The contractor's responsibility for this contract shall commence from the date of issue of order of acceptance of his tender or as informed by BHEL officials.
46. Unless the contractor whose tender is accepted, signs the contract agreement within seven days of the date of the order directing him to do so, the amount of EMD already deposited by him will be forfeited and acceptance of his tender shall be withdrawn.
47. BHEL will not bound by any power of Attorney granted by the tenderer or changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contract concerned.
48. Words imparting the singular number shall have deemed to include the plural number and vice versa where the context so require.
49. The expenses for completing and stamping the agreement shall be to the contractor's account.
50. The general and special conditions of contract are complementary to each other and where they are in conflict, the special conditions shall prevail. In regard to matters not covered by the General or Special conditions of contract, those contained in the specifications approved by BHEL, shall apply.

We hereby accepted above
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51. The “GENERAL CONDITIONS OF CONTRACT” and “SPECIAL CONDITIONS OF THE CONTRACT” shall be deemed to form an integral part of contract for the work to be entered into.
52. The filled ESI declaration forms shall be submitted to the Executive of HRM Dept. In the Declaration Form full address of the contractor shall be mentioned. Whenever a fresh and unregistered worker is engaged during the operation of contract, declaration form in respect of that workman which should be submitted to Human Resources Department within two days of such engagement.
53. ESI contributions (0.75% employee’s contribution + 3.25% employer contribution of the total monthly wages) before 20th day of every following month. Prescribed challans are available at ESI local office, Ranipet (near Sipcot). Contractors who have got their own code number can remit the contributions on that number. Along with the challan copy, the details of remittance shall be submitted to the concerned HRM Executive in the ESI compliance form.
54. The contractor should deduct Provident Fund and ESI amount as per the provisions and amount so deducted along with the matching contribution of the contractor shall be remitted to the authorities concerned within the stipulated time. The statement of deduction along with the challans evidencing remittance shall be submitted to Officer-in-charge. If the evidences are not shown, further bills of the contractor will not be paid. BHEL have the right to withhold the payment of his bills. Submission of statutory returns such as Half Yearly returns of ESI (Form 6), P.F. return (Form 12A), Form 5 and Form 10, Form 3A & Form 6A should be send to the concerned officers in time.
55. The workers’ particulars such as Name, Age, Father’s name, address, Phone no, etc., and their daily attendance have to be maintained by the contractor. The details of Provident Fund and ESI compliance have to be maintained by the contractor in the prescribed format/register.
56. The contractor shall maintain the following Registers and Records and make them available for inspection at any time. (The list is only for example, but not exhaustive).
 - a) Muster Roll
 - b) Register of Wages
 - c) Register of Deductions
 - d) Register of Overtime
 - e) Register of Fine
 - f) Register of Advance
 - g) Wage slips
 - h) Register of Accidents
 - i) Register of Leave with Wages
 - j) ESI Register in Form-7

All registers are required to be maintained as above and shall be produced as and when Government Officials and Statutory Authorities to make inspection from time to time.

57. In case a contract labourers meets with an accident while on duty, the contractor shall immediately intimate the information to Safety Department, Contracting Agency and Human Resources Department and submit the Accident Report duly filled in all respect and send a copy to ESI local office, ESI Dispensary and Inspector of Factories (for major accidents) within 24 hours of accident through Safety and Human Resources Departments. All assistance for the injured workman such as to taking him to ESI Dispensary for treatment must be rendered by the contractor.

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58. Compliance of the above provisions does not absolve the obligation of contractor arising out of other statutory obligations.
59. Contractor should employ only persons having sound health and not above the age of 60 years, and not below the age of 18 years.
60. The Contractor agrees that no claim for interest or damages will be entertained or be payable by BHEL in respect of any money or balances or amounts of whatsoever nature which may be lying with BHEL owing to any disputes or differences between the parties irrespective of whether the same is decided by any authority to be paid or returned to the Contractor."
61. Certificate by the executing department that all statutory requirements including PF, ESI, Minimum wages, Insurance, GST, etc. are complied with by the Contractor. This should be duly backed by the relevant documents".
62. If the contractor is not able to provide the service for a period of continuous period of 15 days, BHEL reserves the right to terminate the contract and to take appropriate action against the contractor. In the event of contract termination, security deposit paid by the contractor will be forfeited.
63. Any amount recoverable from the contractor towards the loss/damage will be adjusted from the outstanding payments due from BHEL.
64. Any billing related query, clarification, document requirement, etc. shall be resolved in one go by the Contractor within one week from the date of intimation.
65. The Contractor agrees that no claim for interest or damages will be entertained or be payable by BHEL in respect of any money or balances or amounts of whatsoever nature which may be lying with BHEL owing to any disputes or differences between the parties irrespective of whether the same is decided by any authority to be paid or returned to the Contractor.
66. The Taxi supplied should not be owned by BHEL employees, their dependents, and their relatives.
67. No contract vehicle shall remain parked in the company premises including township area beyond the permitted shift duty hours. Noncompliance will attract action as per company rules.
68. In case of failure of Speedo meter reading, the same should be brought to working condition, before reporting to duty next day. For the journey period and distance on the day of failure of the speedometer, the payment will be released based on the certifications made by Executive/M&S. From next day onwards the vehicle will not be allowed to ply with faulty Speedometer.
69. The Taxi should report to garage at the end of shift positively to pooling section and get pooling in charge signature for closing the trip sheet of the day, otherwise payment will not be made for that day.
70. The diesel charges shall be reckoned only from our FACTORY GARAGE irrespective of the location of the contractor's shed.
71. Proper trip register for vehicle as required by BHEL shall be maintained by the contractor's driver and the same shall be submitted to BHEL daily and all the time.
72. It is the responsibility of drivers to get filled all the columns in the trip register and got signed by the user and certified by the transport pooling in charge. In case of loss of original trip register, BHEL reserves the right not to entertain the claim.
73. The driver should follow strictly the motor vehicle rules and safety rules like:
 - a. Not to overtake from the left side of any vehicle ahead of his Taxi.

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- b. Not to go on the wrong side while taking turn to the right without going around the island.
- c. Exhaust emission test to be conducted once in 6 months as per statutory norms and should obtain fitness certificate for plying the vehicle.
- d. While driving cell phone should not be used by the driver. Cell phone may be attended after halting the vehicle at one place without affecting the road traffic.
- e. Inside township premises the vehicle should be operated at a speed of 20Kmph strictly.
- f. Driver shall wear safety shoes. All the personal protective equipment shall be provided by the contractor.
- g. The driver shall carry out the work as per the instructions of the pooling in charge.
- h. The driver shall follow the terms and conditions of the contract.

Violation of any of the above will attract a penalty of Rs.500/- for each occasion and deducted from the running bills or from the Security deposit without any prior information to the contractor.

- 74. The vehicle under BHEL contract should not be operated for any private trips during the contract period.
- 75. The contractor shall be responsible for obtaining necessary permit, comprehensive insurance policy, appropriate driving license with tourist endorsement etc., and complying with all the statutory requirements including labour laws that may be necessary in this respect. BHEL will not be responsible for any consequences out of any violation of rules or acts by the contractor. If BHEL is liable to pay any such amount due to violation of the relevant laws by the contractor the amount so paid would be recovered from the contractor.
- 76. The contractor shall pay necessary taxes and keep the fitness certificate for the vehicle valid during the contract period.
- 77. The contractor shall check for exhaust emission test and obtain fitness of their vehicle once in 6 months in meeting the statutory norms laid by Tamil Nadu Motor Vehicle Rules.
- 78. The Taxi driver should keep the copy of relevant documents (Driving license, Road tax token, Registration Certificate, Insurance, Fitness Certificate of the Taxi Permit etc.) with the Taxi and produce as and when required by us or any government transport authorities. In case the original documents are required for verification it should be produced on demand.
- 79. The vehicle shall be reported in full readiness for the entire day's operation in respect of fuel availability and readiness of the driver.
- 80. In case of breach of any or whole of the above terms and conditions by the contractor BHEL will have the liberty to cancel the registration and contract either in part or in full and entrust in part or in full of the work to any contractor and the contractor shall be liable to pay extra cost involved in the execution of cancelled part of the contract.

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PAYMENT TERMS

1. Hiring charges shall be paid once in a month on production of Invoices/Bills duly certified by the Executive in-charge.
2. Bills shall be raised by the contractor (Printed format with Sl.No. only accepted) after the expiry of the concerned month and submitted in triplicate in the format given by BHEL. Payment will be made to the contractor through NEFT/RTGS within 30 days from the date of receipt of clear bill & complying all statutory requirements with due certification by the concerned department or authorized official of BHEL.
3. No advance may be paid for operational expense as well as for capital expenditure towards purchases of vehicles.

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PENALTY TERMS

1. Penalty for non-supply of vehicles will be levied as under:

A token penalty of Rs.1000/- per vehicle per day for short supply and in addition the expenditure incurred by BHEL on account of engaging an alternate vehicle, if required, due to the failure of the vendor will be recovered from their running bills.

(e.g.) Penalty per vehicle per day = Rs.1000 + Rs. X (expenditure incurred by BHEL for engaging an alternate vehicle) Penalty will be recovered from their running bill = Rs. (1000 + X).

2. In case of break-down of a car while on operation, the car should be replaced by an alternate vehicle of similar type within one hour from the time of breakdown. Bills should be prepared combining the total KMs and total hrs. of both the cars i.e. breakdown car and substitute car. No detention charges will be paid for breakdown hours. The log/trip sheet shall mention about the break-downs.

In case of non-replacement of vehicle in time, BHEL may arrange alternatives on its own and recover the expenses from the vendor. The trip sheet of the breakdown will be cancelled and hence NO payment will be made for the breakdown vehicle.

3. Any amount of recoverable from the vendor towards loss/damage will be adjusted from the outstanding payments due from BHEL or from the security deposit.
4. If the driver of the vehicle is found without uniform a sum of Rs.100/- will be deducted for each occasion.
5. In case of sudden stoppage of Vehicle services by the contractor, same will be treated as suo-moto forced termination of the Contract by the Contractor himself.
6. Inside factory premises the vehicle should be operated at a speed of 20Kmph strictly. Violation of above speed limit will attract a penalty of Rs.500/- for each occasion.

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General Conditions of Contract

1. DEFINITION: -

In these General Conditions of Contract, the following terms shall have the meaning hereby assigned to them, except where the context otherwise requires: -

- a) The "Contract" means, the documents forming the tender and acceptance thereof, together with all the documents referred to therein including general and special conditions to contract. All these documents as applicable taken together shall be deemed to form one contract and shall be complementary to one another.
- b) The "Work" means, the work described in the tender documents in individual work-orders as may be issued from time to time to the contractor by the officer-in charge with in the power conferred upon him including all notified or additional items of works and obligations to be carried out as required for the performance of contract.
- c) The "Contractor" means, the individual firm or company whether incorporated or not, undertaking the work and shall include the legal personal representatives of such individuals or the persons composing the firm or company or the successors of the firm or company and the permitted assigns of such individual or firm or company.
- d) "The officer-in charge" means, the officer deputed by the AGM/WCM to supervise the work or part of the work.
- e) "Approved" and "Directed" means, the approval or direction of AGM/WCM, or person deputed by him for the particular purposes.
- f) "BHARAT HEAVY ELECTRICAL LIMITED" (herein after referred to as BHEL) shall mean the Board of Directors, Chairman, Executive Director, General Manager or other administrative office of the said company including AGM/WCM authorized to invite tenders and enter into contract for works on behalf of the company.
- g) The "Contract sum" means, the sum accepted or the sum calculated in accordance with the prices accepted in tender and / or the contract rates as payable to the contractor for the execution of work during the currency of the contract.
- h) A "week" means, seven days, without regard to the number of hours worked or not worked in any day in that week.
- i) A "day" means, the day of 24 hours (Twenty-Four) irrespective of the number of hours worked or not worked in that day.
- j) A "working day" means, any day other than that prescribed by the NEGOTIABLE INSTRUMENTS ACT as being a holiday, and consists of the number of hours of labour as commonly recognized by good employers in the trade in the district where the work is carried out or as laid down in the BHEL regulation.

2. HEADING TO THE CONTRACT CONDITIONS: -

The heading to these conditions shall not affect the interpretations thereof.

3. WORK TO BE CARRIED OUT: -

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The contract shall, include all labour, materials, tools, plant, equipment and transport which may be required for the execution of work. The contractor will be deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters affecting the execution of work. No extra charges consequent on any misunderstanding in these respects or otherwise will be allowed.

4. **DEVIATIONS:** -

The contractor shall not carry out any work not covered by schedule except in the pursuance of the written instructions of AGM/WCM. No such work shall be valid unless the same has been specifically confirmed and accepted by the BHEL in writing and incorporated in the contract.

5. **OCTROI AND OTHER DUTIES:** -

All charges on account of octroi terminal or sales tax or other duties on materials obtained for the work shall be borne by the contractor.

6. **PLANT AND EQUIPMENT:** -

The contractor shall at his own expense, supply all tools, plant and equipment (herein after referred to as T&P) required for the execution of the contract.

7. **ASSIGNMENT OF TRANSFER OF CONTRACT:** -

The contractor shall not without the prior written approval of the BHEL, assign or transfer the contract or any part thereof, or any share, or interest thereon to any other persons. No sum of money which may become payable under the contract shall be payable to any person, other than the contractor unless the prior written approval of the BHEL to the assignment or transfer of such money is given.

8. **SUB-CONTRACT:** -

The contractor shall not sub-let any portion of the contract without the prior written approval of the BHEL.

9. **COMPLIANCE TO REGULATIONS AND BYE-LAWS:** -

The contractor shall confirm to the provisions of any statute relating to the work and regulations and bye-laws of any local authority. The contractor shall be bound to give all notices required by statute regulations or by-laws as aforesaid and to pay all fees and taxes payable to any authority in respect thereof.

10. **SECURITY DEPOSIT:** -

SECURITY DEPOSIT shall be collected from the successful tenderer. 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.

Mode of Deposit:

- a) Cash (as permissible under the extant Income Tax Act).
- b) Local Cheque of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.
- c) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.

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- d) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL).
- e) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL).

(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.

If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor. The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work. EMD of the successful tenderer will be converted and adjusted against security deposit.

EMD and security deposit shall not carry any interest.

11. Security deposit shall be refunded only after successful completion of the contract to BHEL's satisfaction and presents an absolute "No Demand Certificate" in the prescribed form and returns properties belonging to BHEL handed over, lent or hired by him for carrying out the said works, Security Deposit will be released to the Contractor after deducting all cost of expenses or other amounts that are to be paid to BHEL under this or other contracts entered into with the Contractor. It may be noted that in no case the Security Deposit shall be refunded/released prior to passing of final bill.
12. Should a tenderer or a contractor has a relative or in the case of a firm or company of contractors, any of its shareholders or shareholder's relative, employed in Bharat Heavy Electricals Ltd, the authority inviting tenders shall be informed of this fact at the time of submission of the offer, failing which the offer may be disqualified or if such fact subsequently come to light, the contract may be cancelled.
13. BHEL shall not be responsible for any loss of securities, due to liquidation for any other reasons, what-so-ever or any depreciation in the value of the securities while in their charge or for any loss of interest there on.
14. All compensation or other sums of money payable by the Contractor to BHEL under the terms of this contract or under any other contract with BHEL may be deducted from the Security Deposit or realised by the sale of the securities or from the interest arising therefrom or from any sums which may be due or may become due to the contractor by BHEL and in the event of this Security Deposit being deducted by reason of such deductions or sale, as aforesaid, the

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Contractor shall within 7 days thereafter, make good in cash or in securities endorsed as aforesaid, any sum by which the Security Deposit has been reduced.

15. ORDERS UNDER THE CONTRACT: -

All orders, notices etc. to be given under the contract shall be in writing, type-script or printed and if sent by registered post to the address given in the tender of the contract, shall be deemed to have been served on the date, when in the ordinary course they would have been delivered to him.

16. CONTRACTOR'S SUPERVISION: -

The contractor shall either himself supervise the execution of the contract or shall appoint a complement agent acceptable to the AGM/WCM to act in his stead. Orders given to the contractor's agent shall be considered to have the same force as if they have been given to the contractor himself. The contractor or his accredited agent shall attend when required without making any claim for doing so, either the office of the AGM/WCM or the OFFICE-IN CHARGE, to received instructions.

17. The AGM/WCM shall have full powers and without assigning any reason, required the contractor to immediately cease to employ in connection with this contract, any agent, servant or employee where continued employment is in his opinion undesirable. The contractor shall not be allowed any compensation on this account.

18. LABOUR: -

The contractor shall remain liable for the payment of all wages or other moneys to his work people or employees under the payment of wages act 1936, Employees Liability Act 1938, Workmen Compensation Act 1923 or any other Act or enactment, relating thereto and rules framed, thereunder from time to time.

19. PRECAUTIONS UNDER RISK: -

The contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from any and all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the said purposes.

20. DAMAGE & LOSS TO PRIVATE PROPOERTY & INJURY TO WORKMEN: -

The contractor shall at his own expenses reinstate and make good to the satisfaction of the AGM/WCM and pay compensation for any injury, loss or damage occurred to any property or rights whatever including property and rights of BHEL (or agents) servants or employee of BHEL, the injury loss or damage arising out of or in any way in connection with the execution or purported execution of the contract and further the contractor shall indemnify, the BHEL against all claims enforceable against BHEL (or any agent, servant or employee of BHEL) or which would be so enforceable against BHEL where BHEL is a private person, in respect of any such injury (including injury resulting I death) loss or damage to any person whomsoever or property including all claims which may arise under the workmen's compensation act or otherwise.

21. LAWS GOVERNING THE CONTRACT: -

The contract shall be governed by the India laws for time being in force.

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22. CANCELLATION OF CONTRACT FOR CORRUPT ACTS: -

BHEL, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued shall accrue thereafter to BHEL cancel the contract in any of the following cases and the contractor shall be liable to make payment to BHEL for any loss or damage resulting from any such cancellation to the same extent as provided in the case of cancellation for default.

If the contractor shall: -

- a) Offer or give or agree to give to any person in BHEL service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for borne to do any act, in relation to the obtaining or execution of this or any other contract for BHEL service.

(OR)

- b) enter in to a contract with BHEL in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to BHEL.

(OR)

- c) obtain a contract with BHEL as a result of ring tendering or by non-bonfire methods of competitive tendering, without first disclosing the fact in writing to BHEL.

23. RISK PURCHASE CLAUSE AS PER BHEL SOP DT. 10.10.2017: -

If the contractor fails to carry out the specified works as per the contract scope of work within the timeframe as directed by AGM/WCM or his authorized officials and continues in that state after a reasonable notice from AGM/WCM or his authorized officials, BHEL reserves the right to have the work done by any means at the Contractor's risk and expenses provided always that in the event of the cost of the work so done (as certified by authorized officials of M&S which is final and conclusive) being less than the contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the contract, the Contractor shall either pay the excess amount ordered by AGM/WCM or the same shall be recovered from the Contractor by other means.

24. CANCELLATION OF CONTRACT FOR INSOLVENCY ASSIGNMENT OF TRANSFER OR SUBLETTING OF CONTRACT: -

BHEL, without prejudice to any other right or remedy, which shall have accrued or shall accrue thereafter to BHEL shall cancel the contract in any of the following cases:

If the contractor,

- a) being an individual or if a firm any partner thereof shall at any time be adjudged bankrupt or have a receiving order for administration of his estate, made against him or shall take any proceedings for liquidation or composition under any bankruptcy Act or assignment of his effects of composition or arrangement for the benefit of his creditors or purport to do so, or if any application made under any Bankruptcy Act for

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the time being in force for the sequestration of his estate or if a trust deed be granted by him on behalf of his creditors

(OR)

- b) being a Company, shall pass a resolution or the Court shall make an order for the liquidation of its affairs, or a receiver or Manager on-behalf of the debenture holders shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or Manager,

(OR)

- c) Assigns, Transfers, Sub-lets or attempts to assign, transfer or sub-let any portion of the work without the prior written approval of the BHEL.
- d) Whenever BHEL exercise the authority to cancel the contract under this conditions, BHEL may have the work done by any means at the Contractor's risks and expenses provided always that in the event of the cost of the work so done (as certified by concerned executive of M&S department which is final and conclusive) being less than the contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the contract, the Contractor shall either pay the excess amount ordered by AGM/WCM or the same shall be recovered from the Contractor by other means.
- e) In case BHEL carries-out the work under the provisions of this condition the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and/or labour provided by the BHEL with an addition of such percentage to cover superintendence and establishment charges as may be decided by the AGM/WCM whose decision shall be final and conclusive.

25. CANCELLATION OF CONTRACT IN PART OF FULL FOR CONTRACTOR'S DEFAULT: -

If the contractor,

- a) makes default in carrying out the work as directed and continues in that state after a reasonable notice from AGM/WCM or his authorised representative.
- b) fails to comply with any of the Terms and Conditions of the contract or after reasonable notice in writing with orders properly issued thereunder.
- c) BHEL, may without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to BHEL CANCEL the contract as whole or in part thereof or only such work order or items of work in default from the contract. Whenever BHEL exercise the authority to cancel the contract as whole or part under this condition BHEL may complete the work at the contractor's risk and cost (as certified by concerned executive of M&S department which is final and conclusive) being less than the contract cost, the advantage shall accrue to the BHEL. If the cost exceeds the moneys due to the Contractor under this contract the Contractor shall either pay the excess amount ordered by AGM/WCM or the same shall be recovered from the Contractor by other means. In case the BHEL carries out the work or any part thereof

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under the provisions of the conditions the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plant and/or labour provided by the BHEL with an addition of such percentage to cover the superintendence and establishment charges as may be decided by the AGM/WCM whose decision shall be final and conclusive.

26. TERMINATION OF CONTRACT ON THE DEATH OF CONTRACTOR: -

Without prejudice to any of the rights or remedies under this contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated BHEL shall have the option of terminating the contract without compensation to the Contractor.

27. SPECIAL POWER TO TERMINATION: -

If at any time after the award of contract, BHEL shall for any reason whatsoever not require whole or any part of the work to be carried out the AGM/WCM shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the fore-closing of the work.

“If any employee/labourer working in the contract is found involved in corruption activities, the contract will be terminated and the contractor will be banned for applying for any future contract for 3 years.”

28. RECOVERY FROM CONTRACTOR: -

Whenever under the contract, any sum of money, shall be recoverable from or payable by the Contractors, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the contract or under any other contract with BHEL or from his Security Deposit or he shall pay the claim on demand.

29. POST TECHNICAL AUDIT OF WORK AND BILLS: -

BHEL reserves the right to carry out the post-payment Audit and technical examination of the work and final bill including all supporting vouchers, abstracts etc., and enforce recovery of any sum becoming due as a result thereof in the manner provided in the presiding sub-paragraphs. However, no such recovery shall be enforced after three years of passing the final bill.

30. SIGNING OF CONTRACT: -

Each contract document shall be signed by the Contractor with his usual signature. Contract by partnership of Hindu Joint Family firm, may be signed in the FIRM'S name by one of the Partners or the Karta or Manager as the case may be or by any other duly authorised representative followed by the name and designation of the persons so signing. Contracts by a Company shall be signed with the name of the Company by a person authorised in this behalf and a power of attorney or other satisfactory proof showing that the persons signing the Contract documents on behalf of the Company is duly authorised to do so, shall accompany the contract.

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31. FORCE MAJEURE CLAUSE: -

If, at any time during the continuance of this Contract the performance in whole or in part by either party of any obligations under this Contract shall be prevented or delayed by reason of any War, Hostile acts of the public enemy Civil Commotion, Epidemics, or Acts of God (Floods, Storm/Cyclone, Hurricane, Earth Quake etc.) then provided notice of happening of any such event is given by either party to other within 7 days from the date of occurrence therefore neither party shall by reason of such event be entitled to terminate this Contract nor shall either party have any claim for damages against the other in respect of such non-performance and delay in performance under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If the performance in whole or part of any obligation under this Contract is prevented or delayed by reason of any such event, claims for extension of time shall be granted for periods considered reasonable by the AGM/WCM subject to prompt notification by the contractor.

32. ARBITRATION: -

All disputes between the parties to the contract, arising out of or relating to the contract, other than those for which the decision of the AGM/WCM or Accepting Officer or any other person is by the contract expressed to be final and conclusive. All disputes between the parties to the Contract, arising out of or relation to the Contract shall after written notice by either party to the Contract to the other party be referred and resolved by an Arbitrator nominated by the Unit Head of BHEL, Ranipet.

Unless the parties otherwise agree, such reference shall not take place until after the completion, alleged completion or abandonment of the work of the determination of the contract. The venue of Arbitration shall be such a place or places as may be fixed by the Arbitrator in his sole discretion. The award of the Arbitrator shall be final, conclusive and binding on both parties to the contract. Subject to the above, Courts at Ranipet alone shall have exclusive jurisdiction of any matter arising in connection with this Agreement.

33. FRAUD PREVENTION POLICY: -

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.

34. SETOFF CLAUSE: -

"BHEL shall have the right to recover any money which in the sole opinion of BHEL is due from the Contractor from any money due to the Contractor under this Contract or any other contract or from the Security Deposit furnished by the Contractor under this Contract or any other contract. "

35. Notwithstanding anything to the contrary, including, but not limited to, provisions relating to extension of time and compensation/ or delay, time shall be the essence of the contract.

36. Without prejudice to the above, the Contractor shall indemnify and keep indemnified BHEL, its other contractors and/or sub-contractors and its/their employees from all actions,

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proceedings, suits, claims, demands, liabilities, damages, losses, costs, charges, expenses judgments and fines arising out of or in the course of, or caused by the execution of work under the Contract or other obligations hereunder directly or indirectly associated herewith which may arise due to:

- a) breach of law by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - b) negligence or wilful loss of property or death of any employee of BHEL or of its other contractors/ sub-contractors.
 - c) The above shall be without prejudice to any other remedy that may be available to BHEL whether as per law, contract, equity or otherwise default by the Contractor, or any of its sub-contractor, or any of their respective employees.
37. All statutory requirements under Minimum Wages Act,1948, Factories Act 1948, Workmen Compensation Act 1923, Employees Provident Fund and Miscellaneous Provisions Act, 1952, Payment of Gratuity Act 1972, Employee State Insurance Act 1948, Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act, Service Tax Act and all other applicable Acts shall be complied with by the Contractor.
38. Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.
39. Contractor shall indemnify BHEL against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.
40. Contractor wherever applicable shall maintain proper records prescribed by the concerned statutory authorities and provides a copy of the same to BHEL.
41. Contractor shall furnish proper returns to the concerned statutory authorities and provide a copy of the same to BHEL.
42. No interest shall be payable by BHEL on Earnest Money/ Security Deposit/ or any money due to the Contractor by BHEL.
43. Time is the essence of contract and hence any delay in Execution of contract will attract penal action by BHEL by deduction of such amounts as may be fixed by BHEL as compensation for the delay of work. This is without prejudice to conditions of contract mentioned elsewhere regarding deduction for taking alternative action / cancellation of contract.
44. BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life/permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below. a). Victim: Any person who suffers permanent disablement or dies in an accident as defined below. b). Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/operation and works incidental thereto at BHEL factories/offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the

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- company or during any works/ during working at BHEL units/officers/townships and premises/ project
- sites. c). Compensation in respect of each of the victims: (i) In the event of death or permanent disability resulting from Loss of both limbs: Rs.10,00,000/- (Rs. Ten lakh) (ii) In the event of other permanent disability: Rs.7,00,000/- (Rs. Seven lakh) d). Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to section 2 (I) of the Employee's Compensation Act, 1923.
45. For every month, the contractor shall prepare & submit bill in the succeeding month within one week from the date of certification of quantity by user dept.
46. Any billing related query, clarification, document requirement, etc. shall be resolved in one go by the Contractor within one week from the date of intimation.
47. **SUBMISSION OF BILLS BY CONTRACTOR:** - The Contractor at the end of each month shall submit a bill in triplicate detailing the various items of work done during the month supported by the requisitions issued from time to time. The Contractor shall, once in every month, submit to the concerned executive of M&S department separately details of his claims for the work done by him up to and including the previous month which are not covered by his contract agreement in any of the following respects:
- Deviation from the items provided in the contract documents.
 - Extra items / new items of work.
 - Items in-respect of which rates have not been settled. He should in addition furnish a clear certificate to the effect that the claims submitted by him as aforesaid cover all his claims and that no further claims shall be raised by him in respect of the work done up to and including the period under report.
48. **PAYMENT OF BILLS:** - All payments to be made to the Contractor, under this contract shall be by NEFT / RTGS payment within a reasonable time after the certification of bills by the authorized officials of BHEL.
49. **SUSPENSION OF BUSINESS DEALINGS:** -
The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors" AA/MM/SB/01 Rev: 02, Dt.22.07.2016 displayed on BHEL website <http://www.bhel.com>.
(http://www.bhel.com/vendor_registration/pdf/Suspension_guidelines_adbridged.pdf)
50. In case of breach of any or whole of the above terms and conditions by the contractor BHEL will have the liberty to cancel the registration and contract either in part or in full and entrust in part or in full of the work to any contractor and the contractor shall be liable to pay extra cost involved in the execution of cancelled part of the contract.

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DECLARATION

I/We M/s.

have read and clearly understood all the Terms and conditions in Tender Schedule of **975522020E** and accordingly accept the same without any deviation what so ever.

- I/ We unconditionally agree to all the tender conditions and no new conditions are imposed by us in the technical / price bid. I understand in the event of imposing any condition in the technical / price bid, such condition would be ignored by BHEL and only the prices will be considered for the purpose of evaluation”
- I/ We confirm that none of our group concern or affiliates etc., appears on the list of banned firms / companies by BHEL (list available on www.bhel.com) nor any of the Director / Partner / proprietor of bidder / such group concern or affiliate etc. are involved with such company.
- I/ We also declare that, we have not been suspended or black listed or issued with Show Cause Notice by BHEL- Ranipet or any other BHEL Unit.
- I/ We confirm that other than us, none of our group concerns or affiliates etc. are participating in the tender either directly or indirectly through any other agency under same proprietor /common director(s) / common partner(s).
- I/ We confirm that if any of the above statement / information furnished by us in this tender is found to be false/ fake at any stage of tender evaluation or during execution of contract, BHEL will have the right to initiate appropriate action including legal proceeds / termination of contract, recovery of damages, penalties etc. as deemed fit.

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SECTION-3 BANK AND PAYMENT MANDATE (Enclose supporting for the detail provided below)	
PAYMENT MODE (NEFT / RTGS /ECS/ CHEQUE)	RTGS
NAME OF BENEFICIARY	BHEL/BAP/RANIPET
NAME OF BANK	STATE BANK OF INDIA
BANK BRANCH ADDRESS	STATE BANK OF INDIA BHEL PROJECT BRANCH MUKUNDARAYA PURAM BHEL TOWNSHIP RANIPET-632406
ACCOUNT TYPE (SAVINGS, CURRENT, CASH CREDIT, ETC)	CASH CREDIT (CC)
ACCOUNT NO	10664849171
MICR CODE (9 DIGIT MICR CODE AS APPEARING ON CHEQUE LEAF) (EXAMPLE 110240157)	632002003
IFSC CODE (11 DIGIT IFSC CODE OF THE BANK BRANCH) (EXAMPLE HDFC0001374)	SBIN0007013
DECLARATION I/WE, HEREBY DECLARE THAT THE PARTICULARS GIVEN ABOVE ARE CORRECT AND COMPLETE. IN CASE THE TRANSACTION IS DELAYED OR NOT EFFECTED AT ALL FOR REASONS OF INCOMPLETE OR INCORRECT INFORMATION AND FOR REASONS BEYOND THE CONTROL OF NBPL, I/WE WOULD NOT HOLD, NBPL RESPONSIBLE. I/WE DECLARE THAT, WHENEVER THERE IS A CHANGE IN THE ABOVE DETAILS, I/WE SHALL FURNISH THE FORM AFRESH.	
SIGNATURE : <i>N. Thalpathy</i> NAME : DESIGNATION : DATE : COMPANY SEAL : N. THALAPATHY Sr. Accounts Officer BHEL/BAP/ RANIPET	VERIFIED THE ABOVE DETAILS For STATE BANK OF INDIA <i>[Signature]</i> (SIGNATURE OF BANKER) BHEL Project, Mukundapuram SEAL OF THE BANKER L. KUMAR K-7346

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ANNEXURE-I

BILL OF QUANTITY

Description of work	No of Taxi-Days (A)	Total amount in Rs. excluding GST (C)
Total rental charges for full day operation of 8 nos. of A/C T-Board Diesel car for 12 hours per day operation excluding	5,118	To be Quoted by the bidder in BHEL eProcurement portal {(B) in BHEL WORK ORDER FORMAT}

Applicable GST @5% (RCM mode) or @12% (FCM mode)

Taxi Operation Details

Rate Schedule No	No of Taxis (A)	Contract Period	No of days each taxi required during contract period (B)	Quantity Taxi-days (C)=(A)x(B)
1	2	One week from the date of issue of work order (Up to 23.07.2024)	730	1,460
2	1	From 06.09.2022 to 23.07.2024	685	685
3	3	From 17.09.2022 to 23.07.2024	674	2,022
4	1	From 30.09.2022 to 23.07.2024	661	661
5	1	From 02.10.2022 to 23.07.2024	730	658
Sub Total				5,486
Less: Assuming taxis are not required for two Sundays in a month				368
Grand Total				5,118

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BHEL WORK ORDER FORMAT AFTER AWARDING CONTRACT

Sl. No.	DESCRIPTION	Rs	Ps.
1	DAY RENT		
	Rate for full day operation of A/C T-Board Diesel car for 12 hours per day, excluding GST		(A)=(B)/5,118
2	TOTAL HIRE CHARGES		
	Total Hire charges for 5,118 taxi days (B) excluding GST		(Total amount to be quoted by the bidder in BHEL eProcurement portal)
3	Applicable GST% (X)		(To be quoted by the bidder in BHEL eProcurement portal)
4	Total Hire charges for 5,118 taxi days including GST (Y)		(B) * (1+X)

Important Note:

Applicable GST is to be mentioned in the Check list sl.no.10. Normally, 5% for RCM & 12% for FCM is applicable. While quoting in price bid, the RCM bidder has to mention applicable GST @5% in the price bid BOQ and FCM bidder has to mention applicable GST @12% in the price bid BOQ.

And other charges will be extra payable at actuals as per below mentioned table.

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OTHER CHARGES

1	DIESEL CHARGES	
1.1	Diesel reimbursement @ 15kms/litre	
1.2	Diesel charges per day assuming 70KM/day/car (Market diesel price)	(C) = (70/15)*Diesel price
1.3	Diesel charges for 5,118 taxi days (diesel rate as on date of awarding contract will be considered for contract value calculation)	(D)=(C)* 5,118
2	Detention charges beyond 12 hours.	
2.1	Approximately 10 hours per month per Taxi on pro rata basis for total 1600 hours during contract period.	
2.2	Total detention charges ((A)/12) x 1,600 hrs	(E)= (A/12) x 1,600 hrs.
3	Night Halt charges for 20 days for two years (Rs 350 x 20 days)	(F)= RS 7,000/-
4	Permit Charges for out station journey @ Rs.250 per journey assuming 10 journeys during contract period	(G)= Rs 2,500/-
5	Toll charges for 200 days during contract period @ Rs.100 per day	(H)= Rs 20,000/-
6	Parking charges for 10 days during contract period @Rs.100 per day	(I)= Rs 1,000/-
7	Total additional charges for 8 taxis for 5,118 taxi days (excluding GST)	(J)=(D)+(E)+(F)+(G)+(H)+(I)

Applicable GST extra for applicable Other charges also.

Note: -

1. The rate quoted is inclusive of driver salary, all statutory payments, taxes, vehicle maintenance cost etc.
2. Diesel charges shall be fully reimbursable by BHEL @ 15 km per litre, as per the rate announced by IOCL, prevailing at IOCL dealer, Ranipet from time to time during the contract period. In the event of usage in Non A/c mode, diesel charges for 16 KM per litre will be reimbursed by BHEL. In case of non-functioning of A/c, Rs.2/- per km shall be deducted as penalty from the monthly bill and corresponding running KM, diesel charges shall be reimbursed by BHEL @ 16KM per litre.
3. The Hiring Charges includes the Cost of Fuel, Lubricants, Repair, Maintenance expenditure, spare parts, tools etc., of the trailer and the payment to one Driver.
4. The amount quoted here should be inclusive of any taxes and duties levied or to be levied both by Central and State Government authorities excluding GST.
5. Price quoted shall be Firm throughout the contract period and in case of extension period also.
6. The GST amount paid by the contractor shall be fully reimbursed by BHEL. If not specified in the tender separately, the rates quoted will be treated as inclusive of GST.
7. L1 bidder will be based on total cost to BHEL (including of GST).

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8. The above amount is quoted after having fully read and understood the enquiry terms and conditions.
9. Offered Price for this tender shall be quoted in BHEL eProcurement portal only. Mentioning the quoted amount for this tender anywhere else in the submitted document will **NOT** be considered.

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EPROCUREMENT BOQ FORMAT

Tender Inviting Authority: Senior Engineer									
Name of Work : Hiring of 8 no's A/c T-Board diesel taxis with driver on day rent basis for a period of two Years.									
Tender Notice No: 975522020E dated 09.08.2022									
Name of the Bidder/ Bidding Firm / Company :									
PRICE SCHEDULE									
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)									
NUMBER #	TEXT #	NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	TOTAL LUMP SUM AMOUNT FOR ENTIRE SCOPE OF WORK FOR TWO YEARS FOR 5118 TAXI DAYS (EXCLUDING GST) "ONLY" TO BE QUOTED BY THE BIDDER in Rs. P	GST (IGST , SGST+CGST) IN %	TOTAL AMOUNT Without GST in Rs. P	TOTAL AMOUNT With GST in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	12	13	16	53	54	55
1	Hiring of 8 no's A/c T-Board diesel taxis with driver on day rent basis for a period of two Years.	5,118	Taxi Days	INR	To be Quoted	To be Quoted	0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

We hereby accepted above
(signature & seal of bidder)