

# DOCUMENT FOR REGISTRATION OF CONTRACTORS IN ERECTION SERVICES DEPT.

Document No :

**BAP : ERN : CONT: REG: 2011-12:01**

## Brief description of content

PROCEDURE, QUALIFYING / ACCEPTANCE CRITERION, APPLICATION FORMATS ETC. FOR REGISTRATION OF CONTRACTORS FOR EXECUTION OF WORKS CONTRACTS AT VARIOUS SITES FOR ERECTION SERVICES DEPT, BAP, BHEL, RANIPET.



**ERECTION SERVICES DEPARTMENT**  
**BHARAT HEAVY ELECTRICALS LIMITED**  
( A Government of India Undertaking )  
BOILER AUXILIARIES PLANT  
INDIRA GANDHI INDUSTRIAL COMPLEX  
RANIPET – 632 406

**BHARAT HEAVY ELECTRICALS LIMITED**

BOILER AUXILIARIES PLANT, RANIPET - 632406.

**ERECTION SERVICES DEPARTMENT**DOCUMENT REF NO. : **BAP:ERN:CONT-REG:2011-12:01**

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**ERECTION SERVICES DEPARTMENT**

**NOTICE INVITING REGISTRATION OF CONTRACTORS**

NOTICE REF NO. : **BAP:ERN:CONT:REG:2011-12:01**

BHEL Ranipet Erection Services Dept is involved in execution of Installation / Erection and Commissioning of the following products manufactured at BAP, Ranipet. Erection and commissioning includes complete Overhauling, Renovation and Modernisation, and Retrofitting. The E & C works are executed at sites all over India.

- **ESP** (Electro Static Precipitator)
- **APH** (Air Pre-heater)
- **FANS**
- **DSP** (Desalination plants, UF-RO-DM Plants & Sewage Treatment Plants)

Applications are invited from experienced contractors/ firms for registration in the Contractor directory of Erection Services Dept for executing various works.

1. Contractor Registration documents with complete details are hosted in web page ([www.bhel.com](http://www.bhel.com) > **Tender notifications** >). Interested contractors can directly download the same and use for submission of offer. Registration document charges shall be paid to BHEL along with or before submission of offer.
2. Interested contractors may alternately collect hard copy of registration documents from Erection Services Dept / BHEL / Ranipet on all working days (between 10.00 to 15.00 hrs) within the sale period on payment of document charges.
3. **Contractor Registration document charges ( Non-refundable) : Rs.500/-** by DD in favour of BHEL payable at Ranipet or by Cash. Courier /Postal charges will be Rs.200 extra if documents are requested through courier/post. The documents are not transferable.
4. Charges for Registration document @ Rs.500/- per document and Courier/Postal Charges @ Rs.200/- per document shall be paid by Account Payee Demand Draft in favour of “Bharat Heavy Electricals” payable at Ranipet or in Cash at the cash counter of BAP/Ranipet. Courier/Postal Charges shall be paid in case of request for dispatch of Registration documents by the applicant. In the case of downloading of the Registration documents etc. from the web page, the applicant shall remit the document charges (Rs.500/-) positively along with or before submission of application.
5. All corrigenda, addenda, amendments etc. to contractor registration will be hosted in the web page ([www.bhel.com](http://www.bhel.com) > **Tender notifications** > **view corrigendum**) only and not published in the newspapers. Interested contractors shall keep themselves updated with all the such amendments.
6. For any clarification with respect to contractor registration please contact

Mr.C.Ramiah,  
ADDL. GENERAL MANAGER,  
ERECTION SERVICES DEPT,  
BHEL, BAP, Ranipet.  
Phone : 04172 - 241171  
Email : [cramiah@bhelrpt.co.in](mailto:cramiah@bhelrpt.co.in)



**ERECTION SERVICES DEPARTMENT**

**CHAPTER -1**

**General Terms and conditions – for registration of contractors in Erection services Dept.**

1. Procedure for submission and evaluation criteria for contractor registration are detailed in the application documents.
2. In order to be considered for registration, contractors shall have to meet the criteria stipulated in the Application Documents.
3. All the information as called for in the various clauses and annexure of application document should be furnished. Please refer to the check list. The details so furnished should be complete in all respects and as per the formats prescribed. The applicants may have to produce original documents for verification, when called for by BHEL.
4. Scrutiny of applications will be carried out on an ongoing basis. Receipt of filled up Registration Form shall be acknowledged within 07(Seven) working days by BHEL and the registration activity will be completed within a period of three months, subject to submission of all the required documents called for by BHEL.
5. All the Contractors who have participated in Open Tender (OT) of Erection Services BHEL Ranipet during last three years and were considered techno-commercially qualified, based on qualification requirement (QR) criteria spelt out in OT, are also required apply as per this notice inviting registration.
6. Contractors who are registered with other units/power sectors are also required to comply with this notice for registration.
7. **Registration of a contractor shall be valid initially for a period of three years from the date of registration.** During the intervening period, registration for additional categories of work and / or increase in eligible value of work may be revised on submission of relevant documents to substantiate the same.
8. Contractors are evaluated against specified parameters for Organizational Soundness, Quality Systems and Procedures and Technical Capability. The evaluation methodology for registration of contractors shall be as enumerated in the ANNEXURE -1 (EVALUATION OF CONTRACTOR).
9. The **GUIDELINES FOR FILLING UP CONTRACTOR REGISTRATION FORM** in CHAPTER -2 explains in detail the various sections in contractor registration form and information/data/documents required to be furnished.
10. Performance of a contractor during execution of work shall be monitored on a regular basis. In the event of any nonperformance / unsatisfactory performance, BHEL shall take appropriate action including delisting.
11. BHEL reserves the right to reject any application on the basis of unsatisfactory performance of the bidder in any on going job or any similar job in the past.
12. Supporting documents for work experience shall be submitted as called for in the relevant section-IV of Chapter -2. Photocopies of work orders issued by the Customer should contain details of bill of quantities/schedule of rates.



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13. BHEL may obtain confirmation from principals/owners to verify the contents of the supporting documents submitted by the applicant, if and when required.
14. Photo copies of profit and loss account accompanied by relevant schedules shall be submitted for proof of turnover figures.
15. If any of the documents submitted are in a language other than English, a self attested English translated document shall be submitted.
16. Any information / clarification required by BHEL during evaluation must be provided expeditiously.
17. Submission of the contractor registration form does not automatically guarantee for registration in BHEL.
18. BHEL also reserves the right to inspect all premises / facilities to confirm the authenticity of information furnished/capabilities mentioned in the application.
19. Applications received with any deviation or without relevant information are liable to be rejected.
20. BHEL reserves the right to delete, modify, rename etc. of any of the Groups, categories, Codes, Conditions, procedures etc. given in the registration documents.
21. BHEL will not take any responsibility for delay/loss of documents or correspondence sent by courier/post.
22. BHEL reserves the right to accept or reject any or all applications without assigning any reasons whatsoever.

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**ERECTION SERVICES DEPARTMENT**

**CHAPTER - 2**

**GUIDELINES FOR FILLING UP CONTRACTOR REGISTRATION FORM**

1. The Contractor Registration Form has four sections, namely  
Section – I : **CATEGORIES OF WORK FOR WHICH REGISTRATION IS SOUGHT**  
Section – II : **COMPANY PROFILE AND GENERAL INFORMATION**  
Section – III : **RESOURCES OWNED BY THE COMPANY**  
Section – IV : **WORK EXPERIENCE**
2. Please go through the entire guidelines and instructions given herein under for each section. Attach all the documents / evidences as specified /required.
3. Fill up the Contractor registration form neatly and clearly in BLOCK LETTERS.
4. All the columns are to be filled up. Please write 'Not Applicable' or N.A where the particular item is not pertinent/ relevant.
5. **EVALUATION OF CONTRACTOR** in ANNEXURE -I is for BHELs' use only. The contractor should not fill up anything in this annexure.
6. **Section-I: CATEGORIES OF WORK FOR WHICH REGISTRATION IS SOUGHT.**
  - a. This section contains the entire list of 'CATEGORIES' for which contractors are proposed to be registered and the '**Basic Requirements and Work Experience**'.
  - b. Categorization consists of 2 major 'GROUP' s which form the first level. Each of the groups are further subdivided into 'CATEGORIES' ( assigned specific 'CODE's) and forms the basis for contractor registration.
  - c. Kindly tick(√) against the relevant 'CATEGORY' for which the applicant wants to be registered. The applicable 'Basic Qualifying Requirement' for each of the 'category' is indicated.
  - d. Contractors desirous of empanelment for more than one 'CODE ' in the same 'GROUP' have to tick(√) against all the required 'CODES' in Section-I (CATEGORIES FOR REGISTRATION OF CONTRACTORS IN Erection Services Dept).
  - e. On Evaluation and if found acceptable, BHEL at its discretion may register the contractor for all/any lower 'Category' with in the same 'Group'
  - f. For each of the "CATEGORY" an applicable "basic qualifying requirement" is indicated which needs to be fulfilled in order to be considered for registration.
  - g. For each of the 'CATEGORY' a separate "work experience format" is to be filled up.
  - h. A contractor will be qualified for each category of work based on fulfilling the basic requirement. The value of work for which a contractor is qualified for a particular category of work shall be on the basis of the financial parameters indicated in the basic qualifying requirement.



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**7. Section-II: COMPANY PROFILE AND GENERAL INFORMATION**

- a. As the title suggests, this section captures data on the profile of the company and other general information to assess the organizational soundness and financial strengths. The formats request for specific information so as to make the assessment objective.
- b. Kindly read each column/row carefully and provide complete and precise information in the space provided along with supporting documents, if any. Attach separate sheet in case the space provided is insufficient.

**8. Section –III : RESOURCES OWNED BY THE COMPANY**

- a. In this section, the contractors are required to indicate the following.
- b. Tools & plants, machinery owned by the company – in detail.
- c. Inspection, measuring and testing equipment owned by the company.
- d. Tie ups or rate contracts for services, which the company may like to inform/disclose.

**9. Section-IV : WORK EXPERIENCE**

- a) The format for capturing the ‘WORK EXPERIENCE’ for each of the ‘Categories’ as defined by the applicable ‘Basic Qualifying Requirement’ is detailed here. The contractor has to fill up the specified ‘work experience Format’ for the particular Category for which he has ticked (✓) for registration in fulfillment of the applicable Basic Qualifying Requirement.
- b) For each of the Work experience format filled up, the following needs to be attached in support of possession of applicable ‘Basic Qualifying Requirement’.
- c) Self attested copy of work order/Award letter and allied documents containing interalia (a) Brief Description of work, (b) Value of contract (c) Time schedule shall be furnished.
- d) Completion Certificates (Any one of the following):
  - i. Self attested copies of work completion certificates issued by owner or agency who has awarded the contract. BHEL reserves the right to verify the authenticity of the document from the originator. Hence kindly see that all contractual details are available in the completion certificates to lend easy verification, if required.
  - ii. Self attested copies of protocol signed by client and owner, indicating the completion/achievement/execution of the milestone achieved.
  - iii. Self attested copies of ‘Final Bill’ verified by client/customer which indicates the Quantum of work not less than that specified in Basic QR
  - iv. Documentary evidence issued by owner/Client, indicating the progress of work achieved not less than that specified in the Basic QR even if the total contract is not completed/closed.



# **BHARAT HEAVY ELECTRICALS LIMITED**

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## **ERECTION SERVICES DEPARTMENT**

### **APPLICATION FOR REGISTRATION OF CONTRACTOR**

( Format to be typed out in the company letter head)

To

**The Addl. General Manager**

Erection Services Dept

Bharat Heavy Electricals Limited

Boiler Auxiliaries Plant

Ranipet –632 406 (Tamil Nadu)

-----

Sir,

I/We hereby submit our application for registration as Registered Contractor in Erection services Dept, Boiler Auxiliaries Plant, Bharat Heavy Electricals Limited, Ranipet for erection and commissioning works as per document no. BAP:ERN:CONT-REGN:2011-12:01.

I/ we have carefully perused the application document and understand that BHEL reserves the right to withhold our application for registration, issue tender documents to any registered contractor and also annul the registration process without assigning any reason whatsoever.

I/We further agree to submit any additional documents, if and when sought by BHEL.

I/we are also enclosing the 'Declaration by Authorised Applicant' along with valid power of attorney.

**SIGNATURE OF CONTRACTOR (OR)  
AUTHORISED REPRESENTATIVE :**

Place:

ADDRESS :

Date :





# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT

### CHECK LIST

SL.NO	PARTICULARS /DETAILS/ ENCLOSURES	TICK AS APPLICABLE	
		Yes	No
1.	Document Charge of Rs.500/- by way of DD in favour of <b>Bharat Heavy Electricals Limited</b> , payable at Ranipet enclosed (If documents are downloaded from website)		
2.	All the parts of the Pages & Enclosures have been signed by the Authorised signatory.		
5.	Filled up section-I (Categories for Contractor Registration), detailing the List of Categories for which registration is sought is enclosed.		
6.	Information under 'COMPANY PROFILE & ORGANIZATIONAL INFORMATION' given along with all relevant enclosures/documents		
7	INCOME TAX PERMANENT ACCOUNT Number furnished		
8	Service tax registration number		
9	Sales Tax / VAT registration details.		
10	EPF registration number		
11	Contractorship license for electrical works (from any state territory)		
12	Registration particulars in BHEL/ Power Sector / Other BHEL units/ NTPC/Other PSU/Reputed Private sector firms / Electricity Board/ PWD/Railways		
13	Bank particulars		
14	Accreditation document for ISO 9000/ ISO 1400 / ISO OHSAS 18000		
15	Financial information along with copies of audited Balance sheet and Profit & loss accounts for the last three financial years is furnished.		
16	Information on 'T&P and machinery owned, inspection, Measuring & Testing equipment owned, Tie-ups arranged by company for providing various services' furnished.		
17	Work experience formats submitted for all categories for which registration is sought		
18	Whether copies of detailed work orders (with BOQ) and completion Certificates in support of possession of 'BASIC REQUIREMENT' are furnished.		

#### NOTE:

- ❖ Strike off or tick 'YES' or 'NO', as applicable. This check list is to be attached with the filled up Contractor registration form.

Date:

Signature of Authorized Representative



# **BHARAT HEAVY ELECTRICALS LIMITED**

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## **ERECTION SERVICES DEPARTMENT**

### **DECLARATION BY AUTHOURISED REPRESENTATIVE**

1	Name of Authorized Representative of the Company seeking Registration	
2	Designation of Authorized Representative	
3	Name of Company for Which Seeking Registration	
4	Head Office Address  Tel No Fax NO E-mail Web site	

I here by certify that all information and data furnished by me with regard to Contractor Registration are true and complete to the best of my knowledge. I further certify that I am a duly authorized representative of the above mentioned company and a copy of valid Power of Attorney to this effect is enclosed.

Signature of Authorized Representative  
With name and address

Place :

Date :



**BHARAT HEAVY ELECTRICALS LIMITED**  
BOILER AUXILIARIES PLANT, RANIPET- 632406.

**ERECTION SERVICES DEPARTMENT**

**SECTION – I**

**CATEGORIES OF WORK IN ERECTION SERVICES DEPT**

**1.1 PLEASE INDICATE THE CATEGORIES OF WORK FOR WHICH REGISTRATION IS SOUGHT.**

**(Refer clause 1.2 of this section for the details of qualifying requirements)**

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SL NO	GROUP	CATEGORY	BRIEF DESCRIPTION OF WORK	QUALIFICATION REQUIREMENTS FOR ISSUE OF TENDER DOCUMENTS	CODE	Please indicate a tick (✓) mark where ever registration sought
01	MECHANICAL	Erection of <b>ESP, FAN and APH.</b>	Erection and commissioning of Electrostatic Precipitator(ESP), FAN and Air Preheater (APH) including ducting, insulation and painting	Please ref. clause 1.2.2 for details.	M-EFA	<input type="checkbox"/>
02	MECHANICAL	Erection of <b>ESP.</b>	Erection and commissioning of ESP including, including ducting, insulation and painting.	Please ref. clause 1.2.2 for details.	M-ESP	<input type="checkbox"/>
03	MECHANICAL	Erection of <b>FAN.</b>	Erection and commissioning of FANs for Power plant and Industrial application, including ducting, insulation and painting.	Please ref. clause 1.2.2 for details.	M-FAN	<input type="checkbox"/>
04	MECHANICAL	Erection of <b>APH.</b>	Erection and commissioning of Air Pre- Heater for Power Plant and Industrial application, including ducting, insulation and painting.	Please ref. clause 1.2.2 for details.	M-APH	<input type="checkbox"/>
05	MECHANICAL	Erection of <b>WATER / SEWAGE TREATMENT PLANTS</b>	Erection and commissioning of Mechanical components of Desalination / DM Water / Sewage Treatment Plant for Power Plants, Industrial application etc.	Please ref. clause 1.2.2 for details.	M-DSP	<input type="checkbox"/>



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06	ELECTRICAL and C & I	<b>ELECTRICAL and C &amp; I work</b>	Erection & Commissioning of Electrical Equipments, Systems, C & I equipments & system and Cabling Works etc.	Please ref. clause 1.2.3 for details.	E-ECI	<input type="checkbox"/>
07	ELECTRICAL and C & I	<b>ELECTRICAL</b>	Erection & Commissioning Of Electrical Equipments, System And Cabling Works Etc.	Please ref. clause 1.2.3 for details.	E-EE	<input type="checkbox"/>
08	ELECTRICAL and C & I	<b>Control &amp; Instrumentation</b>	Erection & commissioning of Control & Instrumentation systems and cabling works etc.	Please ref. clause 1.2.3 for details.	E-CI	<input type="checkbox"/>



## **BHARAT HEAVY ELECTRICALS LIMITED**

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### **ERECTION SERVICES DEPARTMENT**

## **1.2 QUALIFICATION REQUIREMENTS (QR) FOR ENLISTMENT**

### **1.2.1 General**

- a. Erection and commissioning also means complete overhauling, Renovation and Modernization, and Retrofitting.
- b. Contractors who have executed O&M works only will not be considered.

**1.2.2** The Basic requirements for **MECHANICAL (Group-M)** works in Erection Services Dept are as below.

- a. The contractor must have successfully executed Erection and Commissioning of Mechanical components of ESP/FAN/APH/DSP in industries like steel plants, Refineries, Cement plants, Thermal Power plants, Captive power plants etc., in the last seven years (as on the date of application) and as stipulated below.

#### **Product-wise minimum requirements in the above industries / areas.**

**ESP :** One ESP comprising minimum 3 ESP Fields.

**APH :** Atleast one of the following two types.

1. Tubular Type Air Pre heater (**TAPH**).
2. Regenerative Air Pre Heater (**RAPH**) of minimum size 24.5 or equivalent.

**FANS :** At least one Fan of Impeller size 12.5 or equivalent.

**DSP :** A work involving erection of RO-DM plant / Desalination plant / DM plant / Sewage Treatment Plant/ Water Treatment Plant/ Industrial System consisting of Pumps, Pipelines, and Chemical Treatment system etc.

#### **Minimum Value of work in a single order.**

- (i) One work of atleast 80% of the estimate of BHEL for a particular work in a single work order.
- (ii) Two works each of atleast 50% of the estimate of BHEL for a particular work.
- (iii) Three works each of atleast 40% of the estimate of BHEL for a particular work.

**(AND)**

- b. The contractor must have achieved minimum average annual financial turn over of atleast 30% of the estimate of BHEL for a particular work. The Average Financial Turn over shall be reckoned for the last three financial years (FY) ending on 31<sup>ST</sup> March of the previous year.

**Fulfillment of basic requirements: A contractor must satisfy all the requirements enumerated as in (a) & (b) above concurrently in order to qualify for a particular category of work.**



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### **ERECTION SERVICES DEPARTMENT**

1.2.3 The Basic requirement for **ELECTRICAL and C & I (Group-E)** of works in Erection Services Dept are as below.

- a. The contractor must have successfully executed Erection and Commissioning of Electrical/ Electrical and C&I /C&I work in industries like steel plants, Refineries, Cement plants, Thermal Power plants, Captive power plants etc. as applicable for a particular 'category' in the last seven years (as on the date of application) and as stipulated below.
  - (i) One work of atleast 80% of the estimate of BHEL for a particular work in a single work order.
  - (ii) Two works each of atleast 50% of the estimate of BHEL for a particular work.
  - (iii) Three works each of atleast 40% of the estimate of BHEL for a particular work.

**(AND)**

- b. The contractor must have achieved minimum average annual financial turn over of atleast 30% of the estimate of BHEL for a particular work. The Average Financial Turn over shall be reckoned for the last three financial years (FY) ending on 31<sup>ST</sup> March of the previous year.

**Fulfillment of basic requirements: A contractor must satisfy all the requirements enumerated as in (a) & (b) above concurrently in order to qualify for a particular category of work.**

- 1.2.4 **WORK EXPERIENCE** is to be furnished by the applicants in the format given in section-IV.  
Please ensure that all relevant supporting documents are enclosed along with the application.



# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT SECTION-II

### COMPANY PROFILE & ORGANISATIONAL INFORMATION

#### 2.1 GENERAL INFORMATION

SL No	Detail/Particulars	Remarks By BHEL, if any
2.1.1	<b><u>Name of Company Seeking Registration :-</u></b>  	
2.1.2	Date of incorporation/Establishment :- (Please attach Certificate of incorporation)	
2.1.3	<b><u>Registered office Address:-</u></b>  ➤ Tel No : ➤ Fax No: ➤ Email ID: ➤ Website:	
2.1.4	<b><u>Head office Address:-</u></b>  ➤ Tel No : ➤ Fax No: ➤ Email ID: ➤ Website:	
2.1.5	<b><u>Mailing Address:-</u></b>  ➤ Tel No : ➤ Fax No: ➤ Email ID: ➤ Website:	
2.1.6	<b><u>Officer to be Contacted for clarification on vendor Empanelment:-</u></b> Name &Address  ➤ Tel No : ➤ Fax No: ➤ Email ID:	



# BHARAT HEAVY ELECTRICALS LIMITED

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## ERECTION SERVICES DEPARTMENT

		Remarks By BHEL, if any
2.1.7 I	<b><u>Branches:-</u></b> Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID:	
ii	Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID:	
iii	Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID:	
2.1.8 I	<b><u>Sister Concerns if any:-</u></b> Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID: ➤ Website:	
li	Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID: ➤ Website:	
iii	Address:-  ➤ Contact Person: ➤ Tel No: ➤ Fax No: ➤ Email ID: ➤ Website:	





# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT

### 2.2 OWNERSHIP INFORMATION

2.2.1	TYPE OF COMPANY (Please tick "v" <b>any one</b> applicable)	Documents to be submitted
I	Govt of India Undertaking <input type="checkbox"/>	
ii	State Govt Undertaking <input type="checkbox"/>	
lii	Public Limited Company <input type="checkbox"/>	Memorandum and Articles of Association
iv	Private Limited Company <input type="checkbox"/>	Memorandum and Articles of Association
v	Co-Operative Society <input type="checkbox"/>	Society Rules And Byelaws
Vi	Partnership Firm <input type="checkbox"/>	Partnership deed
vii	Proprietorship <input type="checkbox"/>	Professional Tax Registration & Municipal Registration
viii	Any Other (Specify) <input type="checkbox"/>	Supporting documents

2.2.2	DIRECTOR/PARTNER/OWNER/ PROPERIETOR INFORMATION	Position Held in Company
i		
ii		
iii		
iv		
v		



# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT

### **2.3 STATUTORY REGISTRATION PARTICULARS**

Sl No	Description	Required for	Documents to be Submitted
a	INCOME TAX (PERMANENT A/C NO):-	All Categories	Copy of Certificate
b	SERVICETAX REGISTRATION	All Categories	Copy of Certificate
c	SALES TAX VAT REGISTRATION	All Categories	Copy of Certificate
d	EPF Registration	All Categories	Copy of Certificate
e.	Contractorship License for Electrical Works (from any state/union Territory of India)	For Electrical works	Copy of Certificate

### **2.4 MANPOWER PARTICULARS**

S.No.	MANPOWER	
2.4.1	Organization strength (in number): (Please submit organization chart)	
2.4.2	List of key persons on rolls of the company	
	Category	No of persons in the company
i	Resident Managers/Resident Engineers	
ii	Site Engineers (Erection & Commissioning)	
iii	Site Engineers (Quality)	
iv	Site Safety Co-Ordinators	
v	Site Supervisors	
vi	Skilled Workmen	
vii	Others	

### **2.5 OTHER PARTICULARS**

2.5.1	Registration with BHEL and other firms	Registration/ Empanelment number	Registration valid upto	Document to be submitted
i	BHEL/Power Sector – NR/ER/SR/WR			Documentary evidence
li	Electricity Boards			Documentary Evidence
iii	NTPC/Other public sector/private sector			Documentary Evidence
iv	PWD/Railways			Documentary Evidence



# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT

### 2.6 ACCREDITATION DETAILS

2.6.1	QUALITY SYSTEMS	Certificate number and validity upto	Document to be submitted
A	Accreditation to ISO 9000		Copy of accreditation certificate OR copy of table of contents of quality manual
B	Accreditation to ISO 14000		Copy of accreditation certificate OR copy of table of contents of quality manual
C	Accreditation to ISO 18000		Copy of accreditation certificate OR copy of table of contents of quality manual

### 2.7 FINANCIAL INFORMATION FOR THE PREVIOUS THREE YEARS

Sl.No	Financial information	Financial value in rupees in lakhs (Audited)	
		Financial Year	Value in Rupees in lakhs
i	<b><u>NETWORTH</u></b> Paid Up Share capital# + Reserves	20 __ - __	
ii	<b>TURN OVER</b>	20 __ - __	
		20 __ - __	
		20 __ - __	
		<b>Average</b>	
iii	<b>Cash profit (PAT+Non Cash Expenditure Viz Depreciation)</b>	20 __ - __	
		20 __ - __	
		20 __ - __	
iv	Whether vendor has been referred to BFIR/NCLT (If 'Yes' enclose details)	YES/NO	
v	Whether vendor is a potential sick company (If 'Yes' enclose details)	YES/NO	
<b>Copies of audited annual accounts (Balance sheet and P&amp;L account) for the last three (3) financial years to be submitted.</b>			
Legend:			
# : Share capital or Partnership Capital or Proprietor capital as the case may be.			



# BHARAT HEAVY ELECTRICALS LIMITED

BOILER AUXILIARIES PLANT, RANIPET- 632406.

## ERECTION SERVICES DEPARTMENT

### 2.8. BANK ACCOUNT DETAILS

01	NAME & ADDRESS OF THE COMPANY	
02	Details of Bank Account:	
A)	NAME & ADDRESS OF THE BANK (WITH PIN CODE)	
B)	BANK TELEPHONE NUMBER (WITH STD CODE)	
C)	BANK BRANCH CODE	
D)	MICR CODE	
E)	ACCOUNT NUMBER	
F)	TYPE OF ACCOUNT	CURRENT A/C / OD / CASH CREDIT
G)	VENDOR NAME AS PER BANK RECORDS	
H)	BANK BRANCH RTGS IFSC CODE	
I)	BANK BRANCH NEFT IFSC CODE	



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### SECTION-III

#### 3.1 RESOURCES ( To be submitted in the formats given below)

##### A) **TOOLS & PLANTS, MACHINERY OWNED BY COMPANY** (Please use additional sheets as required)

SL NO	Description of T&P Machinery	Make	Capacity	Year of manufacture	Quantity	Remarks

1. Please indicate all important T&Ps, Machinery Owned by company

##### B) **INSPECTION , MEASURING AND TESTING EQUIPMENT OWNED BY THE COMPANY**

SL NO	Description of T&P Machinery	Make	Capacity	Year	Quality	Remarks

1. Please indicate all important equipments/ devices owned by company
2. Use additional sheets as required

##### C. **Tie ups or rate contracts entered into by the company for providing various services which the company proposes to indicate**

SL NO	Services for which tie ups /rate contracts entered for providing services	Please indicate whether short term (1 year) or long term (above one year)	REMARKS

1. Please indicate all important Tie Ups entered by company for providing various services.
2. Please use additional sheets if required.



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**ERECTION SERVICES DEPARTMENT**

**SECTION-IV**

**WORK EXPERIENCE DETAILS OF ANY THREE WORKS HAVING THE HIGHEST CONTRACT / WORK ORDER VALUES ( works completed in the last 7 Years, ending on the first day of the year of submission of registration form)**

(use separate sheet for each CATEGORY/CODE and additional sheets if required)

Page 1 of 1

GROUP	CATEGORY	CODE

Sl.no	Full postal address of client with contact person and phone no., e-mail etc.	Brief description of work indicating quantity, rating /size etc.	Work Order No and date	Value Of Contract in Rupees (in Lakhs)	Time schedule (in months)	Contractual Date of Completion	Actual date of completion	Present status (for on going job)	Ref. of Document attached in support of columns (i) to (viii)
	(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)
1									
2									
3									

**ANNEXURE – I**  
**(FOR BHEL USE ONLY)**  
**EVALUATION OF CONTRACTOR**

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<b>Part-A : ORGANISATIONAL SOUNDNESS</b>					
SI No	PARAMETER	QUALIFICATION CRITERIA	EVALUATION BY BHEL		
			Criteria	Maximum Marks	Marks awarded
1	Submission of all relevant copies of documents like EPF, PAN, Service Tax etc.	Submitted registration copies of EPF, ST and PAN.	Yes : 10 No : 00	10	
2	Range of Business / work experience	Vendor having business with 3 or more customers	Yes : 20 No : 00	20	
3	Business activity in recent past	Having continuous business in the last 3 years.	Yes : 20 No : 00	20	
4.	Registered Contractor of BHEL Power Sector/ NTPC / CPWD / Railway etc.	Submitted registration certificate	Yes : 20 No : 00	20	
5.	NETWORTH: (from audited figures for the last financial year)	Positive network	Yes : 10 No : 00	10	
6.	Current Ratio = (Current Assets/ Current Liabilities) (OR) Quick Ratio = (Current Assets- inventory)/ Current Liabilities	Current Ratio is (i) $\geq 1.5 : 1$ (ii) $> 1.25 < 1.5 : 1$ (iii) $< 1.25 : 1$  (OR) Quick Ratio is (i) $\geq 1.25 : 1$ (ii) $> 1 : 1$ (iii) $< 1 : 1$	(i) = 20 (ii) = 10 (iii) = 0 (OR) (i) = 20 (ii) = 10 (iii) = 0	20	
7.	BIFR/NCLT case OR "SICK"	Should NOT have been referred to BIFR/NCLT or declared "SICK" by any statutory authority	If Yes, then NOT QUALIFIED. If No, marking as per above parameters.		
<b>Organizational Soundness - TOTAL</b>					

Part B: QUALITY					
iig g	Ability to deliver quality services in terms of evidence of quality assurance with in the organization on the basis of various information available in the application (or) on reports from existing sites (or) On reports from previous works	1. Submission of satisfactory work completion reports from (i) one client/customer (ii) two or more clients/ customers (iii) Worked satisfactorily with BAP/ BHEL POWER SECTORS/ OTHER BHEL UNITS for similar jobs/works	No : 00 (i) : 40 (ii) : 60 (iii) : 80	80	
		2 ISO 9001/14000 / OHSAS 18000 accreditation	Yes : 20 No : 00	20	
	Quality - TOTAL				

**(FOR BHEL USE ONLY)**  
**EVALUATION OF CONTRACTOR**

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<b>Part C: TECHNICAL</b>					
(To be evaluated for every 'code' for which registration is sought.)					
SL NO	PARAMETER	QUALIFICATION OF CRITERIA	EVALUATION OF BHEL		
			Criteria	Maximum Marks	Marks awarded
1	Basic Qualification requirement	Should fulfill the 'BASIC REQUIREMENT' for the subject CATEGORY for which registration is sought  <b>Note:</b> Evaluated for every category for which registration is sought	Criteria	Maximum Marks	Marks awarded
			Yes : 50 No : 00	50	
			<b>Code &amp; category:</b>		
			a.		
			b.		
			c.		
			d.		
e.					
2	Adequacy of T&P, machinery (owned by the company)	Adequately available (or) Available for the major part of work.	Criteria	Maximum Marks	Marks awarded
			Yes : 20 No : 00	20	
3	Adequacy of inspection, measuring and testing equipments (owned by the company)	Adequately available (or) Available for the major part of work.	Yes : 10 No : 00	10	
4	Health ,Safety and Environment (HSE) Awareness	i. Procession and familiarization of Safety Gadgets. ii. Availability of Safety Officer	No : 00 (i) : 05 (ii) : 10	10	
5	Major material handling equipments	Possession of i. 10MT to 20MT Mobile Crane ii. 75MT and above High Capacity Crane	No : 00 (i) : 05 (ii) : 10	10	
<b>Technical - TOTAL</b>					



**(FOR BHEL USE ONLY)**  
**EVALUATION OF CONTRACTOR**

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**Part D : VALUE OF WORK – Eligibility Calculation** (Maximum value of work for which eligible to be enlisted for, subject to contractor fulfilling all other qualifying requirements specified by BHEL) .  
**Note – Eligible Value in Lakhs will be rounded off to the nearest five lakh / Ten lakh (lower side).**

Parameter (Rs.in Lakhs.)	Criteria	Code & category:	Value of Work eligible for (Rs. In Lakhs)
(i) Average annual financial turn over (audited ) over the last three FY. = <input type="text"/>	<b>Against each category of work –</b>  <b>Max. Eligible Value of work = (ii)/80% or (iii)/50% or (iv)/40%, whichever is higher and limited to (i)/30%</b>	a.	
(ii) Largest value of contract /work completed in a single work order = <input type="text"/>		b.	
(iii) Second largest value of contract /work completed in a single work order = <input type="text"/>		c.	
(iv) Third largest value of contract /work completed in a single work order = <input type="text"/>		d.	
		e.	

**PART- E : FINAL RECOMMENDATION - TABLE -1**

Criteria for evaluation (for each CATEGORY/ CODE)

Minimum Qualifying score for each category / code shall be 60%.

Sl No	Evaluation of vendor for Empanelment	ASSESSMENT CRITERIA			Recommendation
		Maximum marks	Qualifying marks	Marks Obtained by Contractor	Qualified/ Not qualified
1	Organisational Soundness	100	60		
2	Quality	100	60		
3	Technical Capability	100	60		
	<b>T O T A L</b>	300	180		

**Table-2 RECOMMENDATION FOR REGISTRATION OF CONTRACTOR**

SL NO	GROUP	CATEGORY	CODE	Max. Value of work(Rs. in Lakhs)- based on PART-D
1				
2				
3				
4				
5				