

## **ANNEXURE - A**

### **ENQUIRY NO.- E6223002 FOR SUPPLY OF PINE WOOD PACKING CASES SMALL PLAIN**

#### **INSTRUCTIONS FOR SUBMITTING QUOTATION AGAINST “TWO PART BID” SYSTEM**

- 1) Sealed tenders are invited in Two-Part Bid system for supply of **Pine Wood** Packing **cases small plain** as mentioned in Enquiry, BHEL's specification and terms & conditions as per Annexure “B” enclosed.
- 2) Rates to be quoted in terms of **Rupees per Cu. m.** basis for above item as per detail given in our Enquiry sheet.
- 3) Quotations should be submitted in two parts, namely:
  - a) **PART -- I : Techno- Commercial bid**  
Part – I bid shall be submitted through E-procurement.
  - b) **PART -- II : Price Bid**  
Part – II bid shall be submitted through E-procurement.  
The price bids of only techno commercial acceptable tenders(s) shall be considered.

“BHEL shall be resorting to Reverse Auction (RA) (Guidelines as available on [www.bhel.com](http://www.bhel.com)) for this tender. RA shall be conducted among all the techno-commercially qualified bidders.

Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered as initial bids of bidders in RA. In case any bidder(s) do(es) not participate in online Reverse Auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking.”

#### **Note :-**

- 1) Please note that RA shall be conducted as per new RA guidelines. All vendors are requested to visit [www.bhel.com](http://www.bhel.com) for detailed guidelines for reverse auction.
- 2) Online sealed bid auction has been deleted from Reverse Auction process as per latest guide lines.

#### **Document to be submitted along with quotation : -**

- a) Techno-commercial format (duly filled)
- b) Local content declaration (Annexure - I)
- c) GeM seller id
- d) Udyam registration certificate
- e) PQC- Annexure C (duly filled and seal & signature of authorized person of firm)
- f) Annexure A, B, Quality plan, specifications (AA51401 & BP0851499), GTC (BP-200102A), PO Terms and BHEL enquiry copy with signature & seal of authorized person of firm.

## ANNEXURE - B

### ENQUIRY NO E6223002 FOR SUPPLY OF PINE WOOD PACKING CASES SMALL PLAIN

*Terms & conditions Of Enquiry for "Finish basis jobs" in addition to indigenous terms and conditions from BP-200102A & PO terms and conditions form No. MM5527 (Already available on B2B site)*

#### **1.0 SCOPE OF WORK:-**

- 1.1 Sealed tenders are invited for supply of **Pine Wood Packing cases small plain** as mentioned in the enquiry to various sizes and BHEL specifications.
- 1.2 Scope of work shall include completion of all the work operations as per BHEL drawings, specifications and delivery of the goods to BHEL stores in accordance with the drawings, specification, technical scope, annexure & other relevant documents etc. of our enquiry.
- 1.3 All technical requirements should be as Enquiry & specification with latest revision.
- 1.4 Supplier has to ensure identification on each Packing cases as per clause no 12 of Spec AA51401 & clause no 9 of Spec BP0851499.
- 1.5 TC (test report) will have to be furnished as per QP along with the supply. Finished items must be protected properly to avoid dent or damage during handing / transportation.
- 1.6 BHEL reserves the right to reject each Packing box subject to unsatisfactory/Quality on receipt at BHEL.
- 1.7 Soon after rejection of wood, it is to be ensured by supplier that wood should be taken back within one week after communication for replacement if possible. In the event of non-lifting of rejected material by supplier, BHEL will not be responsible for loss of such items to the supplier in any case.
- 1.8 All tenderers are advised to thoroughly study the technical scope/ document and ascertain all required details in their own interest. In case of any discrepancies it should be immediately informed in writing to the tender issuing authority clearly indicating the discrepancies before submitting the offers.

#### **2.0 RATES:-**

- 2.1 Rates should be quoted in **Rs per Cu. m.** F.O.R BHEL Stores, exclusive of taxes & duties.
- 2.2 Rates shall remain firm during execution of the Purchase order.
- 2.3 Rates shall be FOR BHEL, Bhopal.  
**Note : As per BHEL's terms and conditions of enquiry ( BP 200102A), for FOR Destination supply Insurance shall be done by the vendor.**
- 2.4 Rates should be quoted after considering the benefits arising out GST regime.

#### **3.0 TAXES & DUTIES:-**

- 3.1 Applicable duties & taxes which BHEL is required to pay, should be clearly declared considering the offered validity and quoted delivery period. Otherwise BHEL will not be responsible for payment of any kind of duties & taxes.
- 3.2 Vendor to ensure timely remittance of SGST, CGST, IGST, UGST as applicable in time as per law.
- 3.3 Vendor to ensure TAX INVOICE submission along with consignment.
- 3.4 Parties shall declare GSTIN, HSN/ SAC Code, IT PAN and SSI registration details and also communicate subsequent changes,

- 3.5 Any loss / damages / penalties that are suffered by BHEL on any statutory Duties and levies due to delay in deliveries by the subcontractor shall be deducted from the subcontractor's bill/account.
- 3.6 No rejection allowance is permissible.

#### **4.0 BASIS OF EVALUTION:-**

- 4.1 As per the list of items issued by ministry of MSME, wooden boxes are reserved for purchase from Micro and small enterprises, Hence this enquiry shall be reserved for MSEs only.
- 4.2 Only offers received before due date & time and meeting the terms and conditions of the enquiry will be considered
- 4.3 "In the course of evaluation , if more than one bidder happens to occupy L-1 status, then L1 shall be decided as per clause no. C12 of GTC".
- 4.4 GST shall be taken wherever it is not indicated in the offer for arriving the price to BHEL Bhopal.
- 4.5 ALL the offer shall be compared for total landed cost to BHEL at BHEL stores (HESG basis). The tender evaluation will be done total landed cost BHEL.
- 4.6 Offers having deviations to terms and conditions may be liable to rejection.
- 4.7 BHEL reserve right to reject the offer of vendor who is kept under hold for enquiry / banned or in process of Banning/ in process of any disciplinary action/in process of any legal action (to save BHEL Business interest), as per BHEL Guidelines. BHEL's decision in such situations shall be final & binding.

#### **5.0 SUPPLY CAPACITY:-**

The suppliers must indicate their capacity to supply Packing Boxes in **Cu.m. per month** keeping in view the work load already in hand and shall be committed to BHEL for supply as per the capacity indicated by them. **Minimum monthly capacity of vendor should not less than 150 QM.**

#### **6.0 SPLITTING OF TENDER QUANTITY: -**

- a) BHEL intend to split the ordering of the tendered quantity, hence your offer should be valid for part quantity also. Distribution of the tendered quantity is envisaged among four vendors in the ratio of L1=37%, L2=29%, L3=19 & L4=15% and the same would be based on their standing position as per Part-II price bid opening/RA.
- b) Tender quantity will be split amongst number of vendors as indicated above, as per tender splitting criteria given above. L1 would be awarded contract for quantity as indicated in the tender splitting clause above. For the rest of the tender quantity, the L-1 rates / lowest accepted rate will be counter offered to the other higher quoting vendor (s) for price matching. On acceptance of the counter offer, the order will be placed on next higher quoting vendor(s) for the respective quantity as per splitting criteria. In case of non-acceptance of the counter offer by some of the next higher quoting vendor(s), left over quantity would be allocated to next higher quoting vendors. In case counter offered rates are not accepted by any of the subsequent vendors, the left over quantity will be divided between vendors who have accepted the rates in the ratio of their originally allocated quantities subject to their confirmation and subject to quoted quantity limit and after getting consent on mutually agreed delivery schedule for the additional quantity
- c) Whenever the numbers of qualified vendors are four the quantity distribution shall be limited to three qualified vendors, Whenever the numbers of qualified vendors are three the quantity distribution shall be limited to two qualified vendors, splitting shall be as per above clause b). In case of two qualified vendors, 100% quantity may be given to L1, subject to their consent as per above clause b).

## **7.0 TERMS OF PAYMENT:-**

As per BHEL norms, 100% payment shall be made within 90 days after receipt and acceptance of material at BHEL BHOPAL against Stores Receipt Voucher. Those who covered in MSMED act 2006 and proper documents already given to BHEL, they will be paid within 45 days. Any offer indicating payment terms other than stated above will be suitably loaded.

As per BHEL circular, to ensure the latest/updated/revised MSME status of supplier, please arrange to furnish any of the following documents to get the benefit of MSE act (i.e. micro or small) as per relevant act in force.

(i) Entrepreneurs Memorandum part II (EM II) Certificate with deemed validity of 2 years. **OR**

(ii) **EM II Certificate with Chartered Accountant (CA) Certificate as per prescribed format for the year. OR**

(iii) Valid Udyam Registration Certificate.

If you produce any of the above documents, then only you will be eligible for MSE benefits like payment within 45 days etc. under MSME Act 2006 & Public Procurement Policy for MSE, 2012.

## **8.0 DELIVERY PERIOD:-**

Packing Box is used for packing and dispatch of equipment having substantial value and there its availability is very critical. **Supply must be made depending upon the allocation given to vender on day to day basis and delivery of item must be completed within 8 (eight) days from the delivery date mentioned in the allocation**, failing which LD as per BHEL norms shall be levied. For delay in supply LD shall be levied as per BHEL norms. **In case supplier fail to deliver the boxes in time, we may take alternate procurement action at supplier's risk and cost.** Allocation shall be commenced from PO placement date and would be continued upto delivery date mention in PO.

## **9.0 VALIDITY OF OFFER:-** Quotation should be valid for a period of minimum 90 days from the date of opening of tender and subsequently from the date of RA.

## **10.0 INSPECTION:-**

Inspection would be done by BHEL as per drawing/doc/QA plan as applicable.

## **11.0 PENALTY:-**

The delay in delivery would be subject to penalty @1/2% per week subject to max. 10% of PO value as per BHEL 's standard PO terms and condition OR as revised by BHEL time to Time.

## **12.0 SPECIAL TERMS AND CONDITION:-**

### **12.1 Public Procurement (Preference to make in India) clause:**

*“For this procurement, the local content to categorize a supplier as a Class I local supplier/ Class II local supplier/ Non Local supplier and purchase preference to Class I local supplier, is as defined in public Procurement (Preference to make in India), Order 2017 dated 04.06.2020 issued by DPIIT. In case of subsequent orders issued by the nodal ministry, changing the definition of local content for the items of the NIT, the same shall be applicable even if issued after issue of this NIT, but before opening of Part-II bids against this NIT”.*

*Bidders to indicate in their bid if they are not Class-I local supplier (Local content equal to or more than 50%).*

*Confirmation regarding local content shall be given by supplier as per Annexure – 'I' on their company letter head with signature & seal of authorized person of Firm along with Part I bid.*

*In the absence of local content confirmation your offer shall be rejected.*

- 12.2 *The Bidder declares that they will not enter into any illegal or undisclosed agreement or understanding, whether formal or informal with other Bidder(s). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process. In case, the Bidder is found having indulged in above activities, suitable action shall be taken by BHEL as per extant policies/ guidelines.*

13.0 **BHEL RESEVERS RIGHT TO :-**

- i) Cancel our requirement part or full at any stage the tender finalization (or) even after finalization of tender.
- ii) Cancel or forfeit the change in tender , any vendor (s) found to be "unsatisfactory" during or assessment processes/ non - compliance of statutory requirement etc. as required for " vendor registration " during / after the processes of finalization of contract.
- iii) Cancel the order (S) if any vendor (s) found to be "unsatisfactory " during or periodical assessment process / review of assessment process / non – compliance of statutory requirement etc. As required for " vendor registration " during the executing of order (s).
- iv) Divert order (s) in case of non - submission / delay in submission/ /delay in lifting the material / delay in completing the work / in- sufficient amount of bank guarantee / non / execution of order by vendor (s) at the risk and cost of vendor(s).
- v) Cancel the contract or forfeit the chance in tender , if any vender (s) disposed off units /found to be sick / running under unrest /declared insolvency /non renewal lease deed during /after finalization process during the validity of the contract without assigning any reasons thereafter.

- 14.0 Any deviation to any points of this annexure or enquiry should be clearly mentioned in offer. Otherwise, it will be presumed that supplier agrees to these conditions.

(Sunita Rai shekwar)  
DGM (ASC)

**ANNEXURE-C**

<b><u>PRE-QUALIFYING CRITERIA – FOR PINWOOD PACKING CASE SMALL PLAIN (E6223002)</u></b>					
<b>S. NO.</b>	<b>DESCRIPTION FOR BHEL REQUIREMENT</b>	<b>ACTION BY VENDOR</b>	<b>OFFERED</b>	<b>DEVIATIONS</b>	<b>REMARKS</b>
<b>A</b>	<b>TECHNICAL</b>				
<b>1</b>	Pinewood packing cases small plain to size upto 3660 mm Long, as per spec. AA51401 rev-03.& BP 0851499 rev.03	VENDOR TO CONFIRM			
<b>2</b>	Only those bidder will be entertained, who have supplied at least 118 Cu-mtr. Pinewood loose/pinewood boxes/pinewood boxes with G.I. in last 2 years till the tender opening date.PO copy and proof of supply Tax invoice/SRV copy etc. have to be submitted with the technical bid.	VENDOR TO CONFIRM AND FURNISH REQUIRED DOCUMENTS			
<b>3</b>	Average annual financial turnover during the last three years {i.e. 2018-19 (audited), 2019-20 (audited) & 2020-21 (audited) as applicable} shall not be less than Rs. 59 lakhs [Supporting documents(profit/loss statement and balance sheet) shall be submitted by the tenderer in this regard].	VENDOR TO CONFIRM AND FURNISH REQUIRED DOCUMENTS			
<b>4</b>	Party quoting must be authorized wooden boxes manufacturer. Valid authorization certificate (approved by competent authority) is to be submitted by party with the technical bid.	VENDOR TO CONFIRM AND FURNISH REQUIRED DOCUMENTS			

<b><u>Note:-</u></b>	1. PQC is applicable to all suppliers.
	2. If any supplier for said item fail to provide documentary evidence of above said PQC, offer is liable for rejection
	3. Startups and Micro & Small Enterprises are exempted from above PQC (point no.2 & 3 only) of submission of PO and proof of supply of prior experience.
	Note: MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry, can avail the intended benefit only if they submit valid MSE certificate along with Bid. For receiving MSE benefits the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from MSE benefit.

**Bharat Heavy Electrical Limited Bhopal**  
**Ancillary & Subcontracting Department**  
**Tender Notice No: ASC /E6223002**

- Sealed e-tender are invited in **Two-Part Bid** for “Pine Wood packing cases small plain.” As per Enquiry No. E6223002. All annexures enclosed, should be **signed, sealed/ stamped & submitted** along with techno-commercial bid (Part I). **Vendor has to be submit quotation through e-procurement site <https://eprocurebhel.co.in>**

**Procedure to submit tender:-** Quotations should be submitted in two parts. Tender is to be submitted through online mode only by logging into BHEL e-procurement website

<https://eprocurebhel.co.in> till due date. Offers can be submitted through online process only and thus vendor necessarily require to buy Class-III Digital signature certificates (DSC) issued by certifying authorities in India (for details visit <http://www.cca.gov.in>) with signing and encryption facility.

- Tender cost of Rs. 1000/- is to be deposited by Demand Draft/ Cheque in favor of “BHEL Bhopal” payable at Bhopal and copy of same is to be attached with technical bid (Part-I) and original copy is to be sent to BHEL Bhopal. Scanned copy is to be attached along with tender or tender fee can be submitted online <https://www.onlinesbi.com/prelogin/icollecthome.htm> and their receipt is to be attached in E-tender. MSE including NSIC/ Udyog Aadhar registered vendors are exempted from submission of tender fees subjected to submission of valid UAM, MSE and NSIC certificate as a proof. In case tender fee is submitted in the form of DD, original copy is to be sent to BHEL Bhopal.

- **Procedure for Online submission of Tender Fee is given below:-**

(i) Please enter the following link in your internet address browser or click on the following link <https://www.onlinesbi.com/prelogin/icollecthome.htm>. Please click on “proceed” after clicking “Check Box” to proceed for payment.

(ii) Now the SBI’s SB-Collect site gets opened. Please select state of Corporation as “Madhya Pradesh” and type of Corporation as “Industry” and then click on “GO” appearing on the screen.

(iii) Now select “Bharat Heavy Electricals, Bhopal” from the dropdown table appearing against “Select Industry” and click submit.

(iv) Now select “Deposit of Tender Cost” category from the dropdown table appearing against “select category” and click submit.

Note :-

- 1) Paper bid is not acceptable, tender should be submitted online (e-procurement portal)
- 2) Duly filled registration form (available at [www.bhel.com](http://www.bhel.com)) should be submitted by non registered vendor, however parties registered with BHEL ,Bhopal are exempted for registration form submission.
- 3) In case of online payment, e-receipt must be submitted along with Part-I (Techno-commercial bid).
- 4) All documents uploaded in e-portal along with the offer should be signed and sealed on each page.
- 5) All corrigenda, addenda, amendments, time extensions, clarifications, etc. to the tender will be hosted on BHEL websites ([www.bhelbpl.co.in](http://www.bhelbpl.co.in) and [www.bhel.com](http://www.bhel.com)) only. Bidders should regularly visit web sites to keep themselves updated.



**ANNEXURE – ‘1’**

**Subject: - Certification regarding local content- Public Procurement (Preference to Make in India)**

Reference: - Tender Enquiry No-.....

Name of items: - .....

Dear Sir,

We hereby certify that the quoted items offered by us against Enquiry No..... is having local content of .....%.

Further, to certify that the local content % certified above is in line with definition of Local content given in point no 2 of Public Procurement (Preference to Make in India), Order 2017 dated 04.06.2020 issued by DPIIT and we qualify as..... (Class-I/ CLASS-II/Non-Local supplier-fill in one which is applicable) local supplier.

We further confirm that details of location at which the local value addition is made will be at ..... (address of the works).

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it.

Yours very truly,

Authorized signatory

(Name of Company)

 <b>BPC 0007</b>	<b>भारत हेवी इलेक्ट्रिकल्स लिमिटेड, पिपलानी, भोपाल - ४६२०२२(भारत)</b> <b>सामग्री प्रबंधन विभाग</b> <b>BHARAT HEAVY ELECTRICALS LIMITED, PIPLANI, BHOPAL – 462022(INDIA)</b> <b>MATERIALS MANAGEMENT DIVISION</b>	<b>ENQUIRY NO</b> E6223002 <b>ENQUIRY DATE</b> 07/04/22 <b>ENQUIRY DUE DATE</b> 28/04/22						
<b>ENQUIRY TWO PART BID</b>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%;">TIN NO. 235736000001</td> <td style="width:33%;">ECC NO. AAACB4146PXM009</td> <td style="width:33%;">MPCT NO. HEL/05/01/0001/S15/11/79</td> </tr> <tr> <td>PHONE: 91-755-2500100 (7 LINE)</td> <td>FAX: 91-755-2500023</td> <td>WWW.BHEL.BHOPAL.COM</td> </tr> </table>		TIN NO. 235736000001	ECC NO. AAACB4146PXM009	MPCT NO. HEL/05/01/0001/S15/11/79	PHONE: 91-755-2500100 (7 LINE)	FAX: 91-755-2500023	WWW.BHEL.BHOPAL.COM
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PHONE: 91-755-2500100 (7 LINE)	FAX: 91-755-2500023	WWW.BHEL.BHOPAL.COM						

  

SUPP NAME AND ADDRESS	SUPP CODE	REV CD	REV NO	REV DATE	NO OF CATY2	NO OF CATY3	ENQ NO OF ITEMS	INDENT NO
<b>OFFICE COPY</b>		1	0	NA	0	0	1	888110061
	GUARANTEE CERTIFICATE		N	<b>SUPPLY CONDITION</b> COMMENCING FROM PLACEMENT OF PO AND FINI SHING ON 30.09.2022				
	TEST CERTIFICATE		Y					
	INSTRUCTION BOOKLET		N	<b>TECHNICAL CONDITION</b> AS PER SPEC. NO AA51401 REV. 03 AND BP 0851499 REV . 03				
	SAMPLE		N					
	GATE PASS		Y					

**NOTE: QUOTE PRICE BOTH IN FIGURES & WORDS. IN CASE OF MISMATCH PRICE IN WORDS WILL BE VALID, QUOTATIONS NOT BEARING ENQUIRY NO AND DUE DATE  
LIABLE TO BE REJECTED.**

SL NO	MATERIAL CODE	DESC	UNIT	ITEM QTY	LOT NO	LOT QTY	DEST	DELIVERY DATE
1	NP8810216115	PINEWOOD PACKING CASES SMALL PLAIN TO SIZE UPTO 3660 MM LONG, TO SPEC. AA51401 REV-03. & BP 0851499 REV.03	QM	800.000	1	800.000	881	30/09/22

**REMARK** PLEASE SUBMIT YOUR QTN AS PER GST REGIME. SUPPLY OF ITEM SHOULD BE DONE BASED ON ALLOCATION ISSUED AS PER THE DAY TO DAY REQUIREMENT OF BHEL & DELIVERY OF ITEM WOULD BE DONE WITHIN 8 DAYS FROM DATE OF DELIVERY MENTION IN ALLOCATION. ALLOCATION SHALL BE COMMENCED FROM PO PLACEMENT DATE AND WOULD BE CONTINUED UPTO 30.09.2022 (DELIVERY DATE). TC REQUIRED. TOTAL QTY MAY BE DISTRIBUTED BETWEEN FOUR VENDORS IN THE RATIO OF 37:29:19:15 TO L1:L2:L3:L4. PLUSMINUS 1% OF TOTAL QTY ACCEPTABLE. EARLY DELIVERY IS ACCEPTABLE. PLEASE REFER ANNEXURE A, B, C, D & 1 FOR DETAIL. VENDORS MONTHLY CAPACITY SHOULD NOT BE LESS THAN 150 CUM. RA SHALL BE CONDUCTED FOR THIS ENQUIRY. KINDLY SUBMIT ALL ANNEXURES WITH SEAL & SIGNATURE ON EACH PAGE ALONG WITH PART-I OF BID.

<b>DRAWING</b>	N	<b>PURCH SPEC</b>	Y	<b>CATALOUGE</b>	N	<b>PLAN</b>	Y	<b>TWO PART BID</b>	Y
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S.NO	INDENT NO	ITEM NO	CATEGORY	ENQUIRY QTY.
1	888110061	1	512140	800.000

  

**NOTE:**BHEL,BHOPAL'S Standard Terms & Conditions BP4255/MM5533 rev02 for imports and BP4255/MM5527 rev03 for indigeneous procurements form a part of this Enquiry. Bidders may obtain from us copies of these terms and conditions if not already available.

<b>SPECIAL REMARKS</b>	<b>NAME :</b> SMT SUNITA RAI SHEKWAR <b>DESG :</b> DGM   <div style="text-align: center;"><b>SIGN &amp; SEAL</b></div>
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ENQUIRY