



An ISO 9001
Company

Bharat Heavy Electricals Limited

(High Pressure Boiler Plant)

Tiruchirappalli – 620014, TAMIL NADU, INDIA

HRM CANTEENS

TITLE Supply of Raw Materials to BHEL Canteens for Food Preparation.	Phone: +91 431 2577064/2577067 Fax : +91 431 252 00 76 Email : kveni@bheltry.co.in & navanee@bheltry.co.in
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	Reference Number: Enquiry BHEL:HRM:CANTEEN: ADV:2010	Enquiry Date: 13.10.10	Due date for submission of quotation: 30.11.2010
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You are requested to quote the Enquiry number date and due date in all your correspondences. This is only a request for quotation and not an order

BHEL/Trichy is looking for empanelment of new vendors for supply of " RAW MATERIALS TO BHEL CANTEENS FOR FOOD PREPARATION "

BHEL commercial terms & conditions with Price Bid formats and all annexures can be downloaded from BHEL web site http://www.bhel.com or from the Government tender website http://tenders.gov.in (public sector units) Bharath Heavy Electricals Limited) under enquiry reference "BHEL:HRM:CANTEEN:ADV:2010 "	
Tenders should reach us before 14:00 hours on the due date Technical bid will be opened at 14:30 hours on the due date Tenders would be opened in presence of the tenderers who have submitted their offers and who may like to be present.	Yours faithfully, For Bharath Heavy Electricals Limited SR.MANAGER /HR – CANTEENS & SECRETARY CANTEEN MANAGING COMMITTEE

Bharat Heavy Electricals Limited

(A Govt. of India Undertaking)
Tiruchirappalli 620 014, India
HRM –CANTEENS

FAX : 91 - (0431) – 2520076

Phone : 2577064 / 2577067



AN ISO 9001
COMPANY

**EXPRESSION OF INTEREST FOR SUPPLY OF RAW MATERIALS TO BHEL CANTEEN FOR
PREPARATION OF FOOD ITEMS**

The Canteen department of BHEL, Trichy is in the regular process of procuring Milk, Curd, Tea Dust, Coffee Powder, Rice, Grocery Provisions, Sugar, Sunflower Oil, Wheat Flour, Vegetables, Appalam etc from the vendors, who have proved their ability and credibility through their past performances. We require vendors who are capable of supplying as per our terms and conditions. The details of items, quantity, delivery period and tender submission particulars are given below for reference:-

Sl. No	Description	Qty	Required per	Tender Submission
1	SUGAR (S30)	15,000 Kgs	Month	Every Month
2	SUN FLOWER OIL (Double Refined, De waxed)	11,000 ltrs. (in 15 ltr Can)	Month	Every Month
3	APPALAM (Each Bundle weight -400 gms)	5000 Bundle	Month	Quartely
4	FLOUR ITEMS MAIDA (True, Annapoorna, TV Tower, Rockfort, Naga brands) RAVA (Big granules-True, Annapoorna, TV Tower, Rockfort brands) WHEAT FLOUR (Asshirvad, Pillsbury, Natural Fresh, Healthy World & Aachi brands) Wheat Rava(Samba Wheat)	500 Kgs 1200 Kgs 1400 Kgs 1200 Kgs	Month	Quartely

Sl. No	Description	Qty	Required per	Tender Submission
5	RICE Karnataka Ponni (Boiled)	60,000 kgs	Month	Every Month
6	MILK STANDARDISED MILK (4.5% Fat & 8.5% soild not fat)	3000 ltr	Per day	Yearly
7	CURD 4.5% Fat and 9% SNF	2000 ltr	Per day	Yearly
8	INSTANT COFFEE POWDER Coffee=60% Chicory=40%	800 kgs	Month	Yearly
9	TEA DUST CTC Tea Dust Packed in 1 Kg Pack	2000 kgs	Month	Yearly
10	GROCERY-9 ITEMS Bengal Gram Dhall Black Gram Dhall Green Gram Dhall Fried Bengal Gram Dhall Toor Dhall B.G. Floor Chilly Powder(500gm) Coriander Powder(do) Tamarid(Tumkur)	2300 Kgs 7800 Kgs 4500 Kgs 2500 Kgs 15000 kgs 2500 Kgs 800 Kgs 950 Kgs 1750 Kgs	Month	Every Month
11	GROCERY – 30 ITEMS Asafoetida Powder (NS/LG/Aachi-50gms) Baking Soda(100gms) Beaten Rice B.G.Sundal(Brown) Cardamon(10 gms) Chinnamon(10 gms) Cloves(10gms) Chili Whole Dried Peas white Garlic (China)	140 kgs 16 kgs 130 kgs 1325 kgs 5 kgs 6.0 kgs 5 kgs 500 kgs 150 kgs 750 kgs	Month	Every Month

	Gingely Oil (Idayam/Thamarai) Ground Nut Seed (Fully Dried) Jeeragam(100 gms) Kasakasa(100 gms) Mustard(100 gms) Pepper(100 gms) Sombu(100 gms) TurmericPowder(-do-) Venthiyam(100 gms) Rice Flour Vanasapathy (Supreme,Dalda, Goldwinner) B.G.Sundal(White) Pasipayaru Cocount Oil (1 ltr) (MSR,AVM,VVD &Pure Drops) Crystal Salt(Iodised) Table Salt (Tata,Captain,Krystal &Annapoorna) Corn Flakes Sundavathal Thattai Payaru	100 lts 2500 kgs 250 kgs 18 kgs 350 kgs 180 kgs 70 kgs 300 kgs 160 kgs 750 kgs 850 ltrs 2500 kgs 700 kgs 200 ltrs 5000 kgs 1000 kgs 72 kgs 10 kgs 600 kgs		
12	VEGETABLES Ash Pumpkin Avaraikkai Bittergourd Brinjal Bottle Gourd Chow Chow Coriander Leaves Curry Leaves Drumstick Ginger	1650 kgs 800 kgs 1050 kgs 4500 kgs 3000 kgs 6000 kgs 850 kgs 650 kgs 1700 kgs 800 kgs	Daily Quantit y indicat ed are for per month require ments	Monthly

	Greens	6000 kgs		
	Green Chillies	1150 kgs		
	Green Plaintain	1700 kgs		
	LadiesFinger	1700 kgs		
	Lemon			
	Mint	550 kgs		
	Red Pumpkin	6000 kgs		
	Snake Gourd	6500 kgs		
	Tomato	16000 kgs		
	Beans	1200 kgs		
	Beetroot	6000 kgs		
	Cabbage	10000 kgs		
	Carrot	6500 kgs		
	KnoolKhol/Turnip	300 kgs		
	Radish	2000 kgs		
	Big Onion	13500 kgs		
	Potato	13500 kgs		
	Small Onion	7250 kgs		
	Coconuts	17000 nos.		

The General and Special terms and conditions and procedure for submission for different types of food materials are furnished in the following pages .

Details of Tender: SUGAR BHEL : TRICHY : HRM - CANTEENS

Date: XX XX 2010

Ref: BHEL:HRM:CANT:SUGAR:20111

GENERAL CONDITIONS

- 1) Tender should be submitted only in a wax sealed cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date as indicated in the Tender Enquiry.
- 2) Tender with samples should be sent only by Registered Post / Speed Post / Courier . Personal delivery of any tender will not be accepted.
- 3) Tenderer should use his own company letter head for quoting the rate as per the model format given by us and should affix his official seal and signature in the quotation.
- 4) If needed BHEL may select sample at random from the supplied sugar by the successful Tenderer for testing the conformity of the supply with the standards specified in the “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute (CFTRI) , Mysore.
- 5) In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Sugar will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
- 6) Further the Tenderer will stand disqualified from participating in any Tender for sugar for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
- 7) The successful tenderer shall report at 08.00 AM and complete delivery of sugar at the canteen stores on the scheduled date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
- 8) The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HRM Canteen Stores shall keep the bags inside the Store room and this only completes the process of delivering the supply of sugar at the canteen Store.
- 9) It shall be the responsibility of the successful tenderer to weigh the sugar properly and count the bundles also before loading at their end for supply to BHEL Canteen Stores. Delivery challan/Credit bill in triplicate should accompany the supply.

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- 10) The supply should be made in standard jute gunny / food grade plastic packing only.
- 11) The delivery is to be made in BHEL canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO. Any excess materials brought inside the Stores will not be returned at any cost.
- 12) Sugar not conforming with the standards of " Prevention of Food Adulteration Rules 1955 " will be rejected outright. In case of any defective supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned.
- 13) In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
- 14) The supplier may quote fixed rate for a period of 1 month for the sugar to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin and all taxes etc. inclusive of free delivery of sugar at BHEL Canteen stores. The rates quoted should not be more than the MRP at any cost.
- 15) The payment for the supply of sugar shall normally be made immediately after receipt of sugar at our stores and on the same day by producing the receipt documents. The payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person .
- 16) The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
- 17) Clarification, if any, before quoting may please be had from the Manager / HR Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department , BHEL, Tiruchy-620014.
- 18) Price quoted will be valid for the respective one month. period only.
- 19) Late offer after the submission date and time will be rejected.
- 20) The representative should bring the authorization letter while attending the tender Opening.
- 21) The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head so that the payment can be made through M/s. SBI
- 22) The supplier should have PAN number which should be printed in the letter head.
We accept the offer only in sealed cover . E-mail and Fax offer will not be accepted.

SPECIAL TERMS AND CONDITIONS

- 1) BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
- 2) In case the Lowest priced item does not meet the specifications of the tender, BHEL reserves the right not to consider the same.
- 3) BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
- 4) BHEL reserves the right to negotiate the L1 rate.
- 5) BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
- 6) The tenderer should possess the correct address of the Firm/Shop, all requisite licenses , Tax Certificates , Registration Documents, etc., for supplying the sugar.
- 7) For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time.
- 8) Quotation not in the letter head, without signature & official seal, cover not sealed with Wax and given by personal delivery will not be accepted.

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**FORMAT FOR QUOTATION**

THE QUOTED RATE IS APPLICABLE FOR THE MONTH

- 2010-2011

In response to your tender , we are pleased to offer the following firm rate for supply of sugar for a period of 1 month for S30 variety.

**QUOTATION FOR THE SUPPLY OF SUGAR (S-30 VARIETY)**

| Total approximate quantity required for canteens.-15,000 kgs |                                                      |                                            |             |       |
|--------------------------------------------------------------|------------------------------------------------------|--------------------------------------------|-------------|-------|
| Sl. no.                                                      | Description                                          | Requirement per month                      | RATE PER KG |       |
|                                                              |                                                      |                                            | FIGURES     | WORDS |
| 01                                                           | <b>SUGAR</b><br>(S30 variety)<br>(50/100kgs per bag) | 150 bags<br>(150bagsx100)/<br>(300bagsx50) |             |       |

**Note:- Fixed rate including all taxes, transport , handling charges levies and delivery : at BHEL canteen stores with supplier's man power.**

**PAYMENT: AGAINST DELIVERY ON THE SAME DAY OF DELIVERY BY CHEQUE.**

**NOTE: SUPPLY WILL BE IN GUNNIES OF 50/100 KG PACK ONLY.**

Signature of the supplier and seal of the firm

TNGST NO:

Phone No.

Mobile No

Email ID

Address of the tenderer

## Details of Tender: SUN FLOWER OIL

**BHEL : TRICHY : HRM - CANTEENS**

### GENERAL CONDITIONS

Ref: BHEL:HRM:CANT:SF OIL-2011

Date. XX XX 2010

1. Tender should be submitted only in a Wax sealed Cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date & Time as indicated in the Tender Enquiry.
2. Tenderer should use his own company letter head for quoting the rate as per the model format enclosed and should affix his official seal and signature in the quotation.
3. If needed BHEL may select sample at random from the supplied Flour items by the successful Tenderer for testing the conformity of the supply with the standards specified in the Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute ( CFTRI ) , Mysore.
4. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955 the unused Oil will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
5. Further the Tenderer will stand disqualified from participating in any Tender for Oil for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
6. The successful tenderer shall report at 08.00 AM in the BHEL Main Security Gate and complete the delivery of Sun Flower Oil at the 19 canteen stores on the schedule date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
7. The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each Jerry cans in the electronic balance of HRM Canteen Store and then keep the Oil Cans inside the Store room and this only completes the process of delivering the supply of Sun Flower Oil at the 19 canteen Store.
8. It shall be the responsibility of the successful tenderer to weigh the Oil properly and count the Jerry Cans also before loading the Oil at their godown / place for supply to BHEL HRM Canteens at 19 Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.

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Ref: BHEL:HRM:CANT:SFOIL-2011.

Date. XX XX 2010

9. The supply should be made in standard Jerry cans , food grade plastic packing only.

10. The delivery is to be made in BHEL 19 canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO. Any excess Oil or any other materials brought inside the Stores will not be returned at any cost.

11. Sun Flower Oil not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. In case of any other defective / rejection of supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned. In case the defect is identified after cooking and serving then the quantum used / consumed will be rejected for which the item will not be returned and the payment will not also be made. Hence the supplier is requested to give only the first sort of good quality and the same must match with the sample provided earlier during submission of Tender with sample.

12. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the urgent requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.

13. You may quote fixed rate for a period of 1 month for the Oil to be supplied. The rate should include transport, handling, packing, Jerry cans cost, profit margin , all taxes etc. inclusive of free delivery of Oil at BHEL Canteen stores.

14. The payment for the supply of Oil shall normally be made within 15 days on receipt of the Consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post / Speed Post / Courier and will not be given in person .

15. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reason.

16. Clarification if any, before quoting may please be had from the Manager / HR-Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department, BHEL, Tiruchy-620014.

17. Price quoted will be valid for the quoted one month period only.

18. Late offer after the submission date and time will be rejected.

19. The representative should bring the authorization letter while attending the tender Opening

20. The supplier should have current account in **M/s. STATE BANK OF INDIA** and the current account number should be printed in their letter head so that the payment can be made through M/s. SBI

21. The supplier should have PAN number which should be printed in the letter head.

22. We accept offer in sealed cover only. E-mail and Fax offer will not be accepted.

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BHEL : TRICHY : HRM - HPBP CANTEENS

Ref: BHEL:HRM:CANT:SFOIL-2011.

Date. XX XX 2010

SPECIAL TERMS AND CONDITIONS

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of timely delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender, BHEL reserves the right not to consider/ accept the same.
3. BHEL reserves the right to negotiate or re-float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm / Shop, requisite licenses, Tax Certificates, Registration Documents, etc. for supplying the SF Oil.
7. For participating in the tender the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time.
8. Quotation not in the letter head, without signature & official seal, cover not sealed with Wax and given by personal delivery will not be accepted.

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Ref: BHEL:HRM:CANT:SFOIL-2011

Date. XX XX 2010

**FORMAT FOR QUOTATION**

**THE QUOTED RATE IS APPLICABLE FOR THE MONTH**

- 2010/2011

In response to the tender, we are pleased to offer the following firm rate for supply of  
**Sun Flower Oil** for a period of 1 month as stated above.

| Sl. No | DESCRIPTION                                                                                                        | Monthly Requirement | RATE PER Jerry Can (5 Lts)<br>(IN FIGURES) | RATE PER Jerry Can (15 Lts)<br>(IN FIGURES) |    | Rate per LTR<br>(in words)<br>(5ltr & 15 ltr.separately) |
|--------|--------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------------------------|---------------------------------------------|----|----------------------------------------------------------|
|        | First sort quality                                                                                                 | Unit in Ltrs        | RS. Ps                                     | Rs.                                         | Ps |                                                          |
| 01     | Sun flower Oil<br>( Double Refined, De waxed)<br>Accepted brand-Sun drop,Dhara, Ruchi,Gold Winner, Fortune & Aachi | 11000               |                                            |                                             |    |                                                          |

**Rate quoted is inclusive of all taxes, transport, handling charges including delivery at BHEL Canteen Stores etc.**

Payment will be made within 15 days from the date of receipt of the consolidated statement submitted by the Supplier for the monthly items supplied and the payment will be made through an account payee cheque in the Firm name and sent by Registered Post.

**NOTE: SUPPLY WILL HAVE TO BE MADE IN Jerry Cans of 15 ltrs or 5 ltrs ONLY.**

I hereby agree to abide by all the General conditions and Special Terms & Conditions attached to these tender documents.

Signature of the Tenderer  
and seal of the firm

Name in block letters:

Phone No

Address of the tenderer

Mobile No:

Email I D :

## Details of Tender: APPALAM

Ref:BHEL:HRM:CANT:APPALAM:2011

Date: XX XX 2010

BHEL, Trichy HRM - CANTEENS

### GENERAL CONDITIONS

1. Tender should be submitted only in a wax sealed cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date as indicated in the Tender Enquiry.
2. Tender with samples should be sent by Registered Post / Speed Post / Courier only. Personal delivery of any tender will not be accepted.
3. Tenderer should use his own company letter head for quoting the rate as per the model format given by us and should affix his official seal and signature in the quotation.
4. If needed BHEL may select sample at random from the supplied appalam by the successful Tenderer for testing the conformity of the supply with the standards specified in the Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute (CFTRI), Mysore.
5. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Appalam will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
6. Further the Tenderer will stand disqualified from participating in any Tender for appalam for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
7. The successful tenderer shall report at 08.00 AM and complete delivery of appalam at the canteen stores on the schedule date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
8. The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HRM Canteen Store and then keep the bags inside the Store room and this only completes the process of delivering the supply of appalam at the canteen Store.
9. It shall be the responsibility of the successful tenderer to weigh the appalam properly and count the bundles also before loading at their end for supply to BHEL Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.
10. The supply should be made in standard jute gunny / food grade plastic packing only.

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11. The delivery is to be made in BHEL canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO any excess materials brought inside the Stores will not be returned at any cost.
12. Appalam not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
14. You may quote fixed rate for a period of 1 month for the appalam to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin and all taxes etc. inclusive of free delivery of appalam at BHEL Canteen stores.
15. The payment for the supply of appalam shall normally be made within 45 days on receipt of the Consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person .
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
17. Clarification, if any, before quoting may please be had from the Manager / HR Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department , BHEL, Tiruchy-620014.
18. Price quoted will be valid for the respective three months. period only.
19. Late offer after the submission date and time will be rejected.
20. The representative should bring the authorization letter while attending the tender Opening.
21. The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head so that the payment can be made through M/s. SBI
22. The supplier should have PAN number which should be printed in the letter head.
23. We accept offer only in sealed cover only. E-mail and fax offer will not be accepted.

BHEL, TIRUCHIRAPALLI -14 : HRM - CANTEENS

SPECIAL TERMS AND CONDITIONS

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or re-float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm / Shop, all requisite licences, Tax Certificates , Registration Documents, etc., for supplying the appalam.
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time..
8. Quotation not in the letter head, without signature & official seal, cover not sealed with Wax and given by personal delivery will not be accepted.

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FORMAT FOR QUOTATION

THE QUOTED RATE IS APPLICABLE FOR THE MONTH

2010/2011

In response to your tender , we are pleased to offer the following firm rate for supply of Appalam for a period of 3 months.

Description	Rate Quoted per bundle of 400 gms (Minimum of 70 numbers of appalam per bundle with 10Cms dia each	
	In figures	In words
Appalam		

A P P A L A M (2 . 5 Bundles = 1 KG)) = (Appx. 70-75 nos. with Dia 10 CMS per bundle)

(Approximate requirement per month is 4,500 bundles. for HRM canteens)

Appalam rate inclusive of all taxes and transports including delivery at BHEL Canteen Stores etc.

Signature of the tenderer and seal of the firm

Phone No.
Mobile No.
Email ID.

Address of the tenderer

Details of Tender: FLOUR ITEMS

BHEL : TRICHY : HRM - CANTEENS

Ref: BHEL:HRM:CANT:FLOUR: WHEAT ITEMS-2011.

Date. XX XX 2010

GENERAL CONDITIONS

1. Tender should be submitted only in a Wax sealed Cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date & Time as indicated in the Tender Enquiry.
2. Tender with samples should be sent only thro Registered Post / Speed Post / Courier. Personal delivery of any tender will not be accepted.
3. Tenderer should use his own company letter head for quoting the rate as per the model format enclosed and should affix his official seal and signature in the quotation.
4. If needed BHEL may select sample at random from the supplied Flour items by the successful Tenderer for testing the conformity of the supply with the standards specified in the " Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute (CFTRI) , Mysore.
5. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955 the unused Wheat items will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
6. Further the Tenderer will stand disqualified from participating in any Tender for Flour items for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
7. The successful tenderer shall report at 08.00 AM in the BHEL Main Security Gate and complete the delivery of Flour items at the 19 canteen stores on the schedule date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
8. The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HRM Canteen Store and then keep the bags inside the Store room and this only completes the process of delivering the supply of Flour items at the 19 canteen Store.
9. It shall be the responsibility of the successful tenderer to weigh the Flour items properly and count the bundles/Gunny Bags also before loading the items at their godown/place for supply to BHEL HRM Canteens at 19 Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.

Ref: BHEL:HRM:CANT:FLOUR : WHEAT ITEMS-2011.

Date. XX XX 2010.

10. The supply should be made in standard jute gunny / food grade plastic packing only.
11. The delivery is to be made in BHEL 19 canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO any excess materials brought inside the Stores will not be returned at any cost
12. Flour items not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. In case of any other defective /rejection of supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned. In case the defect is identified after cooking and serving then the quantum used/consumed will be rejected for which the item will not be returned and the payment will not also be made. Hence the supplier is requested to give only the first sort of good quality and the same must match with the sample provided earlier during submission of Tender with sample.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the urgent requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
14. You may quote fixed rate for a period of 1 month for the Flour items to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin and all taxes etc. inclusive of free delivery of wheat items at BHEL Canteen stores. The rates quoted should not be more than MRP at any cost.
15. The payment for the supply of wheat items shall normally be made within 15 days on receipt of the consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person.
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reason.
17. Clarification if any, before quoting may please be had from the Manager / HR-Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department, BHEL, Tiruchy-620014.
18. Price quoted will be valid for the quoted one month period only.
19. Late offer after the submission date and time will be rejected.
20. The representative should bring the authorization letter while attending the tender Opening
21. The supplier should have current account in **M/s. STATE BANK OF INDIA** and the current account number should be printed in your letter head. So that the payment can be made through M/s. SBI
22. The supplier should have PAN number which should be printed in the letter head.
23. We accept offer in sealed cover only. E-mail and Fax offer will not be accepted.

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**BHEL : TRICHY : HRM - CANTEENS**

Ref: BHEL:HRM:CANT:FLOUR: WHEAT ITEMS-2011.

Date. XX XX 2010

**SPECIAL TERMS AND CONDITIONS**

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of timely delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender, BHEL reserves the right not to consider/accept the same.
3. BHEL reserves the right to negotiate or re-float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm/Shop, requisite licenses , Tax Certificates and Registration Documents, etc. for supplying the Flour items.
7. For participating in the tender the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time...
8. Quotation not in the letter head, without signature & official seal, cover not sealed with Wax and given by personal delivery will not be accepted.

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FORMAT FOR QUOTATION

THE QUOTED RATE IS APPLICABLE FOR THE MONTH

- 2010/2011

In response to the tender , we are pleased to offer the following firm rate for supply of Flour items for a period of 3 months as stated above.

TOTAL QUANTITY REQUIRED FOR BHEL HRM CANTEENS					
Sl. No	DESCRIPTION	Monthly Requirement	RATE PER KG (IN FIGURES)		Rate per KG (in words)
	First sort quality	Unit in kgs	Rs.	Ps	
01	MAIDA (True, Annapoorna, TV Tower, Rockfort, Naga brands to be quoted)	450			
02	RAVA (Big granules) (True, Annapoorna, TV Tower, Rockfort, brands to be quoted)	1100			
03	WHEAT FLOUR (Aashirvad, Pillsbury, Natural Fresh, Healthy World & Aachi brands to be quoted)	1320			
04	WHEAT RAVA (Samba Wheat)	1100			

Rate quoted is inclusive of all taxes, transport, handling charges including delivery at BHEL Canteen Stores etc.

Payment will be made within 15 days from the date of receipt of the consolidated statement submitted by the Supplier for the monthly items supplied and the payment will be made through an account payee cheque in the Firm name and sent by Registered Post.

NOTE: SUPPLY WILL HAVE TO BE MADE IN GUNNIES OF STANDARD PACK ONLY.

I hereby agree to abide by all the General conditions and Special Terms & Conditions attached to these tender documents.

Signature of the Tenderer
and seal of the firm

Name in block letters:
Phone No
Address of the tenderer
Mobile No:
Email I D :

Details of Tender: RICE

Ref: BHEL:HRM:CANT:RICE:2011

Date: XX XX 2010

BHEL, HRM - CANTEENS / TIRUCHIRAPALLI-14

GENERAL CONDITIONS

1. Tender should be submitted only in a wax sealed cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date as indicated in the Tender Enquiry.
2. Tender with samples should be sent only thro Registered Post / Speed Post / Courier. Personal delivery of any tender will not be accepted.
3. Tenderer should use his own company letter head for quoting the rate as per the model format given by us and should affix his official seal and signature in the quotation.
4. If needed BHEL may select sample at random from the supplied rice by the successful Tenderer for testing the conformity of the supply with the standards specified in the "Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute (CFTRI) , Mysore.
5. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Rice will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
6. Further the Tenderer will stand disqualified from participating in any Tender for rice for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years
7. The successful tenderer shall report at 08.00 AM and complete delivery of rice at the canteen stores on the schedule date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
8. The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HPBP Canteen Store and then keep the bags inside the Store room and this only completes the process of delivering the supply of rice at the canteen Store.
9. It shall be the responsibility of the successful tenderer to weigh the rice properly and count the bundles also before loading at their end for supply to BHEL Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.

Ref: BHEL:HRM:CANT:RICE:2011

Date: XX XX 2010

10. The supply should be made in standard jute gunny packing only. The rate quoted is only for rice with gunny, the empty gunny bags will not be returned to the supplier.
11. The delivery is to be made in BHEL canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO any excess materials brought inside the Stores will not be returned at any cost.
12. Rice not conforming with the standards of " Prevention of Food Adulteration Rules 1955 " will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
14. You may quote fixed rate for a period of 1 month for the rice to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin and all taxes etc. inclusive of free delivery of rice at BHEL Canteen stores. The rates quoted should not be more than the MRP at any cost.
15. The payment for the supply of rice shall normally be made within 45 days on receipt of the Consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person.
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
17. Clarification, if any, before quoting may please be had from the Manager / HR Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department , BHEL, Tiruchy-620014.
18. Price quoted will be valid for the respective one month only.
19. Late offer after the submission date and time will be rejected.
20. The representative should bring the authorization letter while attending the tender opening.
21. The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head. So that the payment can be made through M/s. SBI
22. The supplier should have PAN number which should be printed in the letter head.

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Ref: BHEL:HRM:CANT:RICE:2011

Date: XX XX 2010

BHEL : TRICHYI-14 HRM - CANTEENS

## SPECIAL TERMS AND CONDITIONS

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm/Shop, all requisite licenses , Tax Certificates and Registration Documents, etc., for supplying the rice.
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time..
8. Quotation not in the letter head, without signature & official seal , cover not sealed with Wax and given by personal delivery will not be accepted.

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FORMAT FOR QUOTATION

THE QUOTED RATE IS APPLICABLE FOR THE MONTH

2010-2011

In response to your tender , we are pleased to offer the following firm rate for supply of Rice for a period of one month as stated above. Rice is one year old good variety and first sort stored for a minimum period of three months

QUOTATION FOR THE SUPPLY OF RICE

Description	Minimum Requirement of YIELD	FIXED RATE PER KG	Rate in Words
Karnataka Ponni Boiled Rice for meals (first sort old variety-1 year old) Requirement 75,000 kgs	1:3.0 Kgs		

Note:- Fixed rate includes all taxes, transport , handling charges, levies etc. Supply has to be made immediately and the rates should be valid for respective one month.

DELIVERY: AT BHEL CANTEEN STORES WITH SUPPLIER'S MANPOWER

Payment will be made within 45 days from the date of receipt of consolidated statements submitted by the supplier for the monthly items supplied. The payment can be made through account payee cheque in the firm name and sent by registered post.

NOTE: SUPPLY SHOULD BE IN 25 KG PACK .

Signature of the supplier and seal of the firm

PAN NO :
TNGST NO:
Address of the tenderer.
Phone No./Mobile No./Email ID

Details of Tender: GROCERY-9 ITEMS

Ref:BHEL:HRM:CANT:GROCERY:9 ITEMS:2011

Date: XX XX 2010

BHEL : TRICHY : HRM - HPBP CANTEENS

GENERAL CONDITIONS

- 1 Tender should be submitted only in a wax sealed cover, super scribed with the Enquiry No, Date and Description on the top of the cover and addressed to The Secretary, Canteen Managing Committee, HRM Canteens, Room No.21 A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date as indicated in the Tender Enquiry.
- 2 Tender with samples should be sent only thro Registered Post / Speed Post / Courier. Personal delivery of any tender will not be accepted.
- 3 Tenderer should use his own company letter head for quoting the rate as per the model format given by us and should affix his official seal and signature in the quotation.
- 4 If needed BHEL may select sample at random from the supplied grocery by the successful Tenderer for testing the conformity of the supply with the standards specified in the “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute (CFTRI) , Mysore.
- 5 In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Grocery will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
- 6 Further the Tenderer will stand disqualified from participating in any Tender for grocery for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
- 7 The successful tenderer shall report at 08.00 AM and complete delivery of grocery at the canteen stores on the schedule date before 12.00 Noon. If the vehicle arrives late a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses or the vehicle will be returned.
- 8 The successful tenderer shall Strictly follow the Tender Schedule and also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HRM Canteen Store and then keep the bags inside the Store room and this only completes the process of delivering the supply of grocery at the canteen Store.
- 9 It shall be the responsibility of the successful tenderer to weigh the grocery properly and count the bundles also before loading at their end for supply to BHEL Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.

Ref:BHEL:HRM:CANT:GROCERY:9 ITEMS:2011

Date:XX XX 2010.

10. The supply should be made in standard jute gunny / food grade plastic packing only.
11. The delivery is to be made in BHEL canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering, at any point of time if there is any supply more than the Indented Quantity, the excess quantity or any items other the Indent which is brought inside the factory will not be returned to the supplier.
12. Grocery not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
14. You may quote fixed rate for a period of 1 month for the grocery to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin and all taxes etc. inclusive of free delivery of grocery at BHEL Canteen stores. The rates quoted should not be more than the MRP at any cost.
15. The payment for the supply of grocery shall normally be made within 45 days on receipt of the Consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person .
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
17. Clarification, if any, before quoting may please be had from the Manager / HR Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department, BHEL, Tiruchy-620014.
18. Price quoted will be valid for the respective one month. period only.
19. Late offer after the submission date and time will be rejected.
20. The representative should bring the authorization letter while attending the tender Opening.
20. The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head,so that the payment can be made through M/s. SBI
22. The supplier should have PAN number which should be printed in the letter head.
23. We accept offer in sealed cover only. E-mail & Fax offer will not be accepted

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### **SPECIAL TERMS AND CONDITIONS**

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons'
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm/Shop, all requisite licenses ,Tax Certificates and Registration Documents, etc., for supplying the grocery.
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time.
8. Quotation not in the letter head, without signature & official seal , Cover not sealed with Wax and given by personal delivery will not be accepted.

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CONDITIONS 'A'

All items should be of good quality. Quotation without sample will be rejected. Based on the quality of the sample your offer will be considered/rejected. Quotation for inferior variety will be rejected. BHEL decision is final in rejecting the offer/sample. Packing date and expiry date must be mentioned in the packings.

1. **B.G. DHALL**
 - To be free from foreign materials, stones, dust, shells & insects/insects holes.
2. **BL. G. DHALL(ROUND)**
 - To be free from foreign materials, Stones, dust, shells & insects/insects holes. Material should be local variety. **Burma** variety should not be supplied.
3. **G.G. DHALL**
 - To be free from foreign materials, stones, dust, shells, insects & insects holes . Material should be local variety.
Naripayaru variety should not be supplied.
4. **F.B.G. DHALL**
 - Supply is to be made in a gunny bag which should have plastic lining. To be free from foreign materials, stones, dust, shells & insects/insects holes.
5. **TOOR DHALL**
 - To be free from foreign materials, Stones, dust, shells & insects/insects holes, mixed variety. Material should be local variety. **Burma** variety should not be supplied.
6. **B.G. FLOUR**
 - To be ground by using only B.G. Dhal.
Inferior variety should not be supplied,
the Flour should not be Bitter in Taste.
7. **CHILLY POWDER**
 - To be ground by using Ist sort red chillies. To be supplied in 500 gms. packet of any brand.
8. **CORIANDER POWDER**
 - To be ground by using Ist sort coriander seed.
To be supplied in 500 gms. packet of any brand.
9. **TAMARIND**
 - Should not be in dark black in colour. To be free from sand, stones, dust, shells, insects & tamarind seeds. Material should be Tumkur variety.

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Ref:BHEL:HRM:CANT:GROCERY:9 ITEMS:2011

Date: XX XX 2010

*FORMAT FOR QUOTATION*

**THE QUOTED RATE IS APPLICABLE FOR THE MONTH**

**2010-2011**

In response to your tender, we are pleased to offer the following firm rate for supply of grocery for a period of 1 month.

| TOTAL QUANTITY REQUIRED FOR OUR CANTEENS. |                                               |              |             |    |                                       |
|-------------------------------------------|-----------------------------------------------|--------------|-------------|----|---------------------------------------|
| SL NO                                     | DESCRIPTION<br>(1st SORT QUALITY)             | Unit in kgs. | RATE PER KG |    | REMARKS                               |
|                                           |                                               |              | Rs          | Ps |                                       |
| 01                                        | BENGAL G DHALL                                | 2300         |             |    | Ist sort quality<br>See Conditions'A' |
| 02                                        | BLACK GRAM DHALL                              | 7800         |             |    | Ist sort quality<br>See Conditions'A' |
| 03                                        | GREENGRAM DHALL                               | 4500         |             |    | Ist sort quality<br>See Conditions'A' |
| 04                                        | F.B.G.DHALL                                   | 2500         |             |    | Ist sort quality<br>See Conditions'A' |
| 05                                        | TOOR DHALL                                    | 15000        |             |    | Ist sort quality<br>See Conditions'A' |
| 06                                        | BENGAL GRAM FLOUR                             | 2500         |             |    | Ist sort quality<br>See Conditions'A' |
| 07                                        | CHILLI POWDER<br>(supply in 500 gms packs)    | 800          |             |    | Ist sort quality<br>See Conditions'A' |
| 08                                        | CORIANDER POWDER<br>(supply in 500 gms packs) | 950          |             |    | Ist sort quality<br>See Conditions'A' |
| 09                                        | TAMARIND                                      | 1750         |             |    | Ist sort quality<br>See Conditions'A' |

The tender form should accompany with sample packets of 500gms of each items. Samples and accepted samples offers will be opened on the mentioned dates at 14.00 Hrs.

I agree to all the above General conditions, Special terms and conditions attached to the tender document. Grocery rate inclusive of all taxes and transportation including delivery at BHEL Canteen Stores etc.

Signature of the tenderer and seal of the firm

Address of the tenderer  
Phone No.  
Mobile No.  
Email ID.

## Details of Tenders: GROCERY-30 ITEMS

BHEL : TRICHY : HRM - CANTEENS

Ref: BHEL:HRM:CANT:GROCERY:30 ITEMS:2011

Date: XX XX 2010

### GENERAL CONDITIONS

- 1.Tender should be submitted only in a wax sealed cover, superscribed with the Enquiry No, Date and Description on the top of the cover and addressed to The Secretary, Canteen Managing Committee, HRM Canteens, Room No.21 A, Building 24, HRM Department, BHEL, Trichy-**600 014** well in advance before the tender submission date as indicated in the tender enquiry.
2. Tender with samples should be sent by Registered Post / Speed Post / Courier only. Personal delivery of any tender will not be accepted.
- 3.Tenderer should use his own company letter head for quoting the rate as per the model format enclosed by us and should affix his official seal and signature in the quotation
- 4.If needed BHEL may select sample at random from the supplied grocery by the successful Tenderer for testing the conformity of the supply with the standards specified in the " Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute ( CFTRI ) , Mysore.
5. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Grocery will be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
- 6.Further the Tenderer will stand disqualified from participating in any Tender for grocery for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
7. The successful tenderer shall report at 08.00 AM and complete the delivery of grocery at the canteen stores on the scheduled date before 12.00 Noon. If the vehicle arrives late, the vehicle will be sent back or a demurrage of Rs100/- per hour shall be deducted towards the administrative expenses.
8. The successful tenderer shall also arrange his own transport and unload the entire quantity first in the Stores receipt area and after weighing each bag in the electronic balance of HRM Canteen Store and then keep the bags inside the Store room and this only completes the process of delivering the supply of grocery at the canteen Store.
9. It shall be the responsibility of the successful tenderer to weigh the grocery properly and count the bundles also before loading at their end for supply to BHEL Canteen Stores. Delivery challan / Credit bill in triplicate should accompany the supply.

Ref: BHEL:HRM:CANT:GROCERY:30 ITEMS:2011

Date: XX XX 2010

10. The supply should be made in standard jute gunny / food grade plastic packing only.
11. The delivery is to be made in BHEL canteen stores. The quantity to be delivered to the canteen Stores will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO. Any excess materials brought inside the Stores will not be returned at any cost.
12. Grocery not conforming with the standards of "Prevention of Food Adulteration Rules 1955" will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful tenderer immediately and then only the rejected stocks will be returned.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the urgent requirements of such occasions, shall be recovered from the pending bills of the successful tenderer.
14. You may quote fixed rate for a period of 1 month for the grocery to be supplied. The rate should include transport, handling, packing, gunny bag cost, profit margin, all taxes etc. inclusive of free delivery of grocery at BHEL Canteen stores. The rates quoted should not be more than the MRP at any cost.
15. The payment for the supply of grocery shall normally be made within 45 days on receipt of the Consolidated statement of Bills for the supply made by the supplier to BHEL canteen stores and the payment by Account Payee Cheque will be sent only through Registered Post/ Speed Post/ Courier and will not be given in person .
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
17. Clarification, if any, before quoting may please be had from Manager / HR- Canteens or The Secretary, Canteen Managing Committee, HRM Canteens at Room No. 21A, HRM Department , BHEL, Tiruchy-620014.
18. Price quoted will be valid for the respective one month. period only.
19. Late offer after the submission date and time will be rejected.
20. The representative should bring the authorization letter while attending the tender opening.
21. The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head so that the payment can be made through M/s. SBI.
22. The supplier should have PAN number which should be printed in the letter head.

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BHEL : TRICHY : HRM - CANTEENS

**SPECIAL TERMS AND CONDITIONS**

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or re-float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm / Shop, all requisite licenses, Tax Certificates , Registration Documents, etc., for supplying the grocery (29\* Items).
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post well in advance before the Monthly tender submission date & Time..
8. Quotation not in the letter head, without signature & official seal , cover not sealed with Wax and given by personal delivery will not be accepted.

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CONDITIONS 'A'

1. ALL ITEMS OF GROCERY SHOULD BE OF GOOD QUALITY.
2. QUOTATION WITHOUT SAMPLE WILL BE REJECTED.
3. THE OFFER OF THE SELECTED SAMPLES ONLY WILL BE OPENED.
4. QUOTATIONS FOR INFERIOR VARIETY WILL BE REJECTED.
5. BHEL DECISION IS FINAL IN REJECTING THE OFFER/SAMPLE.
6. PACKING DATE AND EXPIRY DATE MUST BE MENTIONED IN THE PACKINGS.
7. QUOTATIONS SHOULD BE ONLY FOR INDIGENOUS VARIETIES.
8. DELIVERY IS TO BE MADE DURING FIRST AND THIRD WEEK.
9. THE PRICES QUOTED AND THE SAMPLES PROVIDED SHOULD BE FOR THE FIRST SORT QUALITY ONLY.

- 1 ASAFOETIDA - Only **NS BRAND(or)PTC Brand (or) LG Brand(or) Aachi.** powder to be quoted. Other brands will be **Rejected.**
2. CHILLY WHOLE - Should be of red in colour. Old stock (black colour) should not be supplied. Gundu variety not accepted.
3. GARLIC - Quote for CHINA variety. Pods must be Big, Dry and unspoiled.
4. Coconut oil & Gingily oil - Coconut Oil only **AGMARK** quality is to be supplied
Gingily Oil only **IDAYAM, Thamarai, brands are to be supplied.**
5. VANASPATHY - Rates to be Quotated for good brands like **Dalda, Superme, Gold Winner .**
In your quotation your brand should be mentioned. Vanaspathy should be made up of unadulterated vegetable oil and **should be Supplied in packets of 1 Kg.**
6. TABLE SALT - Rate to be quoted for Tata, Captain ,krystal and Annapoorna brands of iodised Salt only

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Ref: BHEL:HRM:CANT:GROCERY:30 ITEMS:2011

Date: XX XX 2010

*QUOTATION (MODEL FORMAT - TO BE TYPED IN THE LETTER HEAD ONLY)*

THE QUOTED RATE IS APPLICABLE FOR THE MONTH

2010/2011

In response to your tender, we are pleased to offer the following firm rate for supply of grocery for a period of 1 month.

**ORDERING WILL BE MADE ON ACCEPTED SAMPLES BASIS.**

**TOTAL QUANTITY REQUIRED FOR OUR CANTEENS**

| SL NO | DESCRIPTION GOOD QUALITY                                                       | MONTHLY REQUIREMENT in kgs. | RATE PER KG |  | SAMPLE TO BE PROVIDED =100GMS |
|-------|--------------------------------------------------------------------------------|-----------------------------|-------------|--|-------------------------------|
| 01    | ASAFOETIDA powder (in 50gms.packets) <b>LG, PTC, NS &amp; Aachi brand only</b> | 140                         |             |  |                               |
| 02    | BAKING SODA supply (in100gms packets)                                          | 16                          |             |  |                               |
| 03    | BEATEN RICE                                                                    | 130                         |             |  |                               |
| 04    | BENGAL G SUNDAL (Brown) <b>Big size only</b>                                   | 1325                        |             |  |                               |
| 05    | CARDAMON supply (in 10 gms. packets)                                           | 5.0                         |             |  |                               |
| 06    | CHINNAMON supply (in 10 gms. packets)                                          | 6.0                         |             |  |                               |
| 07    | CLOVES supply (in 10 gms. packets)                                             | 5.0                         |             |  |                               |
| 08    | CHILLI WHOLE ( <b>Gundu variety not accepted</b> )                             | 500                         |             |  |                               |
| 09    | DRIED PEAS <b>WHITE</b>                                                        | 150                         |             |  |                               |
| 10    | GARLIC ( <b>CHINA</b> )                                                        | 750                         |             |  |                               |
| 11    | GINGELY OIL( <b>Idayam , Thamarai only</b> (supply in 1kgs.)                   | 100                         |             |  |                               |
| 12    | GROUND NUT SEED <b>Fully dried</b>                                             | 2500                        |             |  |                               |
| 13    | JEERAGAM supply (in 100 gms. Packets)                                          | 250                         |             |  |                               |

.....6/-

Ref: BHEL:HRM:CANT:GROCERY:30 ITEMS:2011

Date: XX XX 2010

| SL NO | DESCRIPTION GOOD QUALITY                                                   | MONTHLY REQUIREMENT in kgs. | RATE PER KG |  | SAMPLE TO BE PROVIDED =100GMS |
|-------|----------------------------------------------------------------------------|-----------------------------|-------------|--|-------------------------------|
| 14    | KASAKASA supply (in 100 gms. packets)                                      | 18                          |             |  |                               |
| 15    | MUSTARD supply (in 100 gms.packets)                                        | 350                         |             |  |                               |
| 16    | PEPPER supply (in 100 gms. packets)                                        | 180                         |             |  |                               |
| 17    | SOMBU supply (in 100 gms. packets)                                         | 70                          |             |  |                               |
| 18    | TURMERIC POWDER (in 100 gms. packets)                                      | 300                         |             |  |                               |
| 19    | VENTHIYAM supply (in 100 gms. packets)                                     | 160                         |             |  |                               |
| 20    | RICE FLOUR                                                                 | 750                         |             |  |                               |
| 21    | VANASPATHY ( <b>Supreme, Dalda, Gold Winner brands</b> ) (in 1 kgsPackets) | 850                         |             |  |                               |
| 22    | B.G.SUNDAL (WHITE)big size only                                            | 2500                        |             |  |                               |
| 23    | PASIPAYARU                                                                 | 700                         |             |  |                               |
| 24    | COCONUT OIL ( <b>Agmark only</b> -supply in 15kgs.)                        | 200                         |             |  |                               |
| 25    | CRYSTAL SALT(iodised)                                                      | 5000                        |             |  |                               |
| 26    | TABLE SALT(iodised) Tata, Captain ,Crystal and Annapoorna only.            | 1000                        |             |  |                               |
| 27    | Corn Flakes                                                                | 72                          |             |  |                               |
| 28    | Sunda Vathal                                                               | 10                          |             |  |                               |
| 29    | Thattai Payaru                                                             | 600                         |             |  |                               |
|       |                                                                            |                             |             |  |                               |

I agree to all the above General conditions, Special terms and conditions 'A' attached to the tender document.

Signature of the tenderer with Rubber stamp

Name in block letters :  
Address of the tenderer :  
Phone No. :  
Mobile No. :

## Details of Tender: VEGETABLES

BHEL : TRICHY : HRM - CANTEENS

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Ref: BHEL:HRM: CANT:VEGETABLES:2011

Date: XX XX 2010

GENERAL CONDITIONS

- 1 Tender should be submitted only in a wax sealed cover, super scribed with the Enquiry No, Date and Description and addressed to the Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender closing date of each month.
- 2 Tender should be sent only thro Registered Post / Speed Post / Courier. Personal delivery of tender will not be accepted.
- 3 Tenderer should use his own company letter head for quoting the rate and should affix his official seal and signature in the quotation.
- 4 BHEL needs First quality vegetables. If the quality is not found suitable before cooking / after cooking / at the time of consumption, the cost of the entire quantity supplied by the supplier including the quantity used by the Canteen will be recovered from the bills. The Supplier is free to collect back the rejected Vegetables at his own cost . Rejections made will be duly communicated to the supplier by the .Manager.
- 5 Any tenderer failing to supply quality materials will stand disqualified from participating in any future Tenders for Vegetables for a period of Three Months. If the tenderer fails to supply quality materials more than once they will stand debarred from participating in any tender for a period of three years.
- 6 The successful tenderer shall report at 08.00 am and deliver the required vegetables at the respective Canteens before 12.00 Noon . If the Vehicle reports late a demurrage charge of Rs100/- per hour will be deducted towards administrative expenses or the Vehicle will be returned..
- 7 The successful tenderer shall also arrange his own transport and unload the materials at his own cost at the respective canteen premises.
- 8 It shall be the responsibility of the successful tenderer to weigh the Vegetables properly before delivery. Delivery challan / Credit bill should accompany the supply.
- 9 The supply should be made in proper jute gunny bags / wooden / moulded plastic boxes only. Polythene bags shall not be used for delivery.

Contd---2/

- 10 The delivery is to be made in respective canteens. The quantity to be delivered to the respective canteens will be informed at the time of ordering in the Purchase Order, Delivery should be made as per PO any excess materials brought inside the Stores will not be returned at any cost.
- 11 In case of failure to supply the required material , BHEL may procure replacement items on its own and charge the cost including transport & handling charges if any in the price procured by BHEL in the open market to the vendor who has failed to supply the indented materials.
- 12 You may quote fixed price for the period of 1 month for the coconuts to be supplied. The price should include transport, handling, packing, profit margin and all taxes etc .including delivery of vegetables at the respective canteens.
- 13 Unauthorised alterations in ordered VEGETABLES either in quantity or type of Vegetables or quality of Vegetables will not be accepted. The ordered of Vegetables and the quantity should be 100% adhered as per schedule. In rare situation alterations will be given by BHEL and the rate that will be paid by BHEL will be the rate of ordered of Vegetables or changed Vegetables whichever is lower.
- 14 The payment for the supply of Vegetables shall normally be made within 15 days from the date of receipt of consolidated monthly statement given by the supplier for the supplies made to our canteens and the payment will be made only through Account Payee Cheque by Registered Post/ Speed Post/ Courier.
- 15 Decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
- 16 Clarification, if any, before quoting may please be had from Manager / HR-CANTEENS or The Secretary, Canteen Managing Committee, HRM Canteens, HRM Department , BHEL, Tiruchy-620014.
- 17 Offer should be valid for the entire period of one supply month
- 18 Late offers after the closing of tender date and time will be rejected.
- 19 The representative should bring the authorization letter while attending the tender Opening
- 20 The supplier should have current account in M/s. STATE BANK OF INDIA and the current account number should be printed in their letter head, so that the payment can be made through M/s. SBI
- 21 The supplier should have PAN number which should be printed in the letter head.
- 22 We accept offer in sealed cover only, e-mail and fax offer will not be accepted.

SPECIAL TERMS AND CONDITIONS

- 1 BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery , quality and quantity.
- 2 In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
- 3 BHEL reserves the right to negotiate or re float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
- 4 BHEL reserves the right to negotiate the L1 rate.
- 5 BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
- 6 The tenderer should possess correct address, all requisite licenses and registration etc., for supplying the vegetables.
- 7 For participating in the tender the quotation should be submitted as per the enclosed model format duly typed in the letter head of the tenderer, duly signed and affixed with the official seal. The Tender cover must be sealed with wax and sent only thro Speed post / Courier / Registered Post well in advance before the tender receipt date.
- 8 Quotation not in the letter head, without signature & official seal cover not sealed with Wax and given by personal delivery will not be accepted.

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Ref: BHEL:HRM:CANT:VEGETABLES:2011

Date: XX XX 2010

### FORMAT FOR OFFERING QUOTATION

THE QUOTED RATE IS APPLICABLE FOR THE MONTH OF

2010 - 11

In response to your tender , we offer the following rate for your considerations .

#### A GROUP

| Sl.No.              | Description      | Reqd.qty.for<br>one month<br>in Kgs. | Rate per Kg. |     | Total<br>Value |     |
|---------------------|------------------|--------------------------------------|--------------|-----|----------------|-----|
|                     |                  |                                      | Rs           | Ps. | Rs             | Ps. |
| 1                   | ASH PUMPKIN      | 1650                                 |              |     |                |     |
| 2                   | AVARAKKAI        | 800                                  |              |     |                |     |
| 3                   | BITTERGOURD      | 1050                                 |              |     |                |     |
| 4                   | BRINJAL          | 4500                                 |              |     |                |     |
| 5                   | BOTTLE GOURD     | 3000                                 |              |     |                |     |
| 6                   | CHOWCHOW         | 6000                                 |              |     |                |     |
| 7                   | CORIANDER LEAVES | 850                                  |              |     |                |     |
| 8                   | CURRY LEAVES     | 650                                  |              |     |                |     |
| 9                   | DRUMSTICK        | 1700                                 |              |     |                |     |
| 10                  | GINGER           | 800                                  |              |     |                |     |
| 11                  | GREENS           | 6000                                 |              |     |                |     |
| 12                  | GREEN CHILLIES   | 1150                                 |              |     |                |     |
| 13                  | GREEN PLANTAIN   | 1700                                 |              |     |                |     |
| 14                  | LADIES FINGER    | 1700                                 |              |     |                |     |
| 15                  | LEMON            | 250                                  |              |     |                |     |
| 16                  | MINT             | 550                                  |              |     |                |     |
| 17                  | RED PUMPKIN      | 6000                                 |              |     |                |     |
| 18                  | SNAKE GUARD      | 6500                                 |              |     |                |     |
| 19                  | TOMATO           | 16000                                |              |     |                |     |
| TOTAL PACKAGE VALUE |                  |                                      |              |     |                |     |



Ref: BHEL:HRM: CANT:VEGETABLE:2011

Date: XX XX 2010

### B GROUP

| Sl.No.                     | Description        | Reqd.qty<br>for one<br>month<br>in Kgs. | Rate per Kg. |     | Total Value |     |
|----------------------------|--------------------|-----------------------------------------|--------------|-----|-------------|-----|
|                            |                    |                                         | Rs           | Ps. | Rs          | Ps. |
| 1                          | BEANS              | 1200                                    |              |     |             |     |
| 2                          | BEET ROOT          | 6000                                    |              |     |             |     |
| 3                          | CABBAGE            | 10000                                   |              |     |             |     |
| 4                          | CARROT             | 6500                                    |              |     |             |     |
| 5                          | KNOOLKHOL / TURNIP | 300                                     |              |     |             |     |
| 6                          | RADISH             | 2000                                    |              |     |             |     |
| <b>TOTAL PACKAGE VALUE</b> |                    |                                         |              |     |             |     |

### C GROUP

| Sl.No.                     | Description | Reqd.qty<br>for one<br>month<br>in Kgs | Rate per Kg. |     | Total value. |     |
|----------------------------|-------------|----------------------------------------|--------------|-----|--------------|-----|
|                            |             |                                        | Rs           | Ps. | Rs           | Ps. |
| 1                          | BIG ONION   | 13500                                  |              |     |              |     |
| 2                          | POTATO      | 13500                                  |              |     |              |     |
| 3                          | SMALL ONION | 7250                                   |              |     |              |     |
| <b>TOTAL PACKAGE VALUE</b> |             |                                        |              |     |              |     |

### D GROUP

| Sl.No.                     | Description | Reqd.qty<br>for one<br>month<br>in Nos | Rate per Kg. |     | Total Value |     |
|----------------------------|-------------|----------------------------------------|--------------|-----|-------------|-----|
|                            |             |                                        | Rs           | Ps. | Rs          | Ps. |
| 1                          | COCONUTS    | 16500                                  |              |     |             |     |
| <b>TOTAL PACKAGE VALUE</b> |             |                                        |              |     |             |     |

The above Fixed rate includes all taxes, transport, handling charges and levies and delivery at BHEL Canteens with your own manpower etc.

I have read all the special conditions and the general conditions attached to the tender and I agree for the same.

Signature of the supplier and seal of the firm

TNGST NO:

Phone No./Mobile No./Email ID

PAN NO :

Address of the tenderer.

**BHEL உணவகங்களுக்கு விநியோகிக்க வேண்டிய காய்கறி வகைகளின் தரம் பற்றிய ஓர் விளக்க உரை:**

- 1 **கத்தரிக்காய்:** நல்ல தரமாக சுத்தமாக இருக்க வேண்டும். சொத்தைக்காய், புழுக்காய் மற்றும் காரல் உள்ள காய் இருக்கக் கூடாது. எண்ணிக்கை ஒன்றுக்கு 50 முதல் 80கிராம் வரை இருக்க வேண்டும்.
- 2 **முருங்கைக்காய்:** நீளம் 15அடி முதல் 2 அடி வரையும் கணம் சுமார் 18mm உள்ளதாக இருக்க வேண்டும். அதிக முற்றிய மற்றும் அழுகிய காய்ந்த காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
- 3 **வெண்டைக்காய்:** இளசான பச்சை நிற காயாக இருக்க வேண்டும். சுமார் 4" முதல் 6" வரை நீளம் உள்ளதாகவும் 15 mm கணம் உள்ளதாகவும் இருக்க வேண்டும். முற்றல் மற்றும் பூச்சி உள்ள காய் இருக்கக் கூடாது.
- 4 **பாகற்காய்:** குறைந்தபட்சம் 6" நீளம் உள்ளதாக இருக்க வேண்டும். பழுத்த, வெம்பிய மற்றும் அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது. மிதி பாகற்காய் ஏற்றுக்கொள்ளப்பட மாட்டாது.
- 5 **பறங்கிகாய்:** மேற்புறம் உடையாமலும் நசுங்காமலும் இருக்க வேண்டும். எண்ணிக்கை ஒன்றுக்கு 6 முதல் 10 கிலோ எடை உள்ள பழமாக இருக்க வேண்டும். பச்சை நிறம், அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
- 6 **பூசனிக்காய்:** மேற்புறம் உடையாமலும் நசுங்காமலும் இருக்க வேண்டும். எண்ணிக்கை ஒன்றுக்கு 4 முதல் 5 கிலோ எடை உள்ளதாக பச்சை நிறமாக இருக்க வேண்டும். அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
- 7 **வாழைக்காய்:** நன்றாக முற்றிய பச்சை நிற காய்களாக இருக்க வேண்டும். சுற்றளவு சுமார் 5 முதல் 6 செ.மீ., நீளம் சுமார் 15 முதல் 20 செ.மீ. உள்ளதாக இருக்க வேண்டும். கருப்பு நிற காய்கள் மற்றும் காய்ந்த காய்கள் ஏற்றுக்கொள்ளப் படமாட்டாது.
- 8 **தக்காளி:** நன்கு விளைந்து பழுத்த மேற்புறம் உடையாத உறுதியான பழங்களாக இருக்க வேண்டும். கிலோ ஒன்றுக்கு 12 முதல் 15 வரை எண்ணிக்கை இருக்கலாம். பச்சை நிற காயாகவோ அல்லது அழுகலோ இருக்கக் கூடாது.
- 9 **முள்ளங்கி:** நன்றாக விளைந்த முற்றல் இல்லாத காயாக இருக்க வேண்டும். சுமார் 6" முதல் 7" நீளம் உள்ளதாகவும் சுற்றளவு சுமார் 1" உள்ளதாகவும் இளசாகவும் இருக்க வேண்டும்.
- 10 **பீட்ரூட்:** எண்ணிக்கை ஒன்றுக்கு சுமார் 150 கிராம் எடை உள்ளதாகவும் மண், காம்பு, இலை, பூச்சிவெட்டு மற்றும் அழுகல் இல்லாமல் இருக்க வேண்டும்.
- 11 **பீன்ஸ்:** சுத்தமாகவும் இளசாகவும் பச்சை நிறத்துடன் எளிதில் உடைய கூடியதாகவும் இருக்க வேண்டும். முற்றல் மற்றும் அழுகிய காய்கள் ஏற்றுக் கொள்ளப்பட மாட்டாது.
- 12 **முட்டைகோஸ்:** கோஸ் ஒன்றுக்கு 500 கிராம் எடைக்கு மேல் இருக்க வேண்டும். பூச்சி அடித்த, கருப்பு நிறம் மேற்தோல், பூச்சி அறித்த மற்றும் அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.

- 13 **கேரட்:** எண்ணிக்கை ஒன்றுக்கு 50 முதல் 60 கிராம் உள்ளதாகவும் நீளம் சுமார் 4" முதல் 6" வரை இருக்க வேண்டும். அடிப்பட்ட, வெடிப்புள்ள, பொடி கேரட் மற்றும் அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
  - 14 **உருளை கிழங்கு:** எண்ணிக்கை ஒன்றுக்கு 80 முதல் 100 கிராம் எடை உள்ளதாகவும் ஒரு கிலோவிற்கு 8 முதல் 9 எண்ணிக்கை உள்ளதாக இருக்க வேண்டும். அழுகிய, மேற்புறம் வெடித்த, கண்ணுள்ள மற்றும் பச்சை நிற உருளை கிழங்கு ஏற்றுக்கொள்ளப்பட மாட்டாது.
  - 15 **பெரிய வெங்காயம்:** உலர்ந்த சறுகு இல்லாத அழுகல் மற்றும் இரட்டை இல்லாமல் இருக்க வேண்டும். எண்ணிக்கை ஒன்றுக்கு 100 முதல் 120 கிராம் அல்லது கிலோவுக்கு 20 எண்ணிக்கை மிகாமலும் இருக்க வேண்டும்.
  - 16 **சிறிய வெங்காயம்:** எண்ணிக்கை ஒன்றுக்கு சுமார் 10 முதல் 20 கிராம் எடை உள்ளதாகவும் சறுகு மற்றும் அழுகல் இல்லாத சுத்தமான வெங்காயமாக இருக்க வேண்டும்.
  - 17 **எலுமிச்சை பழம்:** நன்றாக பழுத்த மஞ்சள் நிறமாக இருக்க வேண்டும். சுமார் 12cm சுற்றளவு உள்ளதாகவும் கிலோ ஒன்றுக்கு சுமார் 20 முதல் 25 வரை எண்ணிக்கை உள்ளதாக இருக்க வேண்டும். வினையாத பச்சை நிற சிறிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
  - 18 **பச்சைமிளகாய்:** பச்சை நிறத்துடன் இருக்க வேண்டும். அழுகல் மற்றும் பழுத்த நிறத்துடன் இருக்கக் கூடாது. நீளம் சுமார் 2" முதல் 3" வரை இருக்க வேண்டும்.
  - 19 **மல்லி கட்டு:** பசுமையான இளதான சுத்தமான, புல் போன்ற இதர கலப்பு இல்லாத மல்லி கட்டுகளாக இருக்க வேண்டும். கட்டு ஒன்றுக்கு சுமார் 150 கிராம் எடை இருக்க வேண்டும். பூ பூத்த மற்றும் அழுகிய மல்லிக்கட்டுகள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
  - 20 **இஞ்சி:** சுத்தமான உலர்ந்த மேற்புற தோல் உள்ள சீரான அளவுள்ளதாகவும் எண்ணிக்கை ஒன்றுக்கு சுமார் 40 முதல் 50 கிராம் எடை உள்ளதாகவும் இருக்க வேண்டும்.
  - 21 **புதினா:** நல்ல பசுமையான நிறத்தடனும் தூய்மையாகவும் கருப்பு இலைகள் இல்லாதவையாகவும் இருக்க வேண்டும். கட்டு ஒன்றுக்கு சுமார் 150 கிராம் எடை உள்ளதாக இருக்க வேண்டும்.
  - 22 **தேங்காய்:** நன்றாக முற்றியதாக இருக்க வேண்டும். தேங்காயின் மட்டை நார் முழுமையாக நீக்கப்பட்டிருக்க வேண்டும். தேங்காயின் சுற்றளவு 28 சென்டி மீட்டருக்கு குறையாமல் இருக்க வேண்டும்.
  - 23 **புடலங்காய்:** இளசாக இருக்க வேண்டும். அடிப்பட்ட, நசுங்கிய மற்றும் உடைந்த காய்கள் இருக்கக் கூடாது.
  - 24 **அவரைக்காய்:** பட்டையாக இருக்க வேண்டும். முற்றல் மற்றும் பூச்சி உள்ள காய் இருக்கக் கூடாது. வதங்கல் இல்லாமல் பசுமையாக இருக்க வேண்டும்.
  - 25 **செள செள:** எண்ணிக்கை ஒன்றுக்கு சுமார் 200 முதல் 250 கிராம் எடை உள்ள தரமான காயாக இருக்க வேண்டும். நசுங்கிய, காய்ந்த மற்றும் அழுகிய காய்கள் ஏற்றுக்கொள்ளப்பட மாட்டாது.
- குறிப்பு:** மேலே குறிப்பிடப்படாத மற்ற எல்லா காய்களிலும் இளசாகவும் பூச்சி மற்றும் அழுகல் இல்லாததும் சுத்தமாக இருக்கவேண்டும்.

## Details of Tender: MILK

Page1 of 4

No.BHEL:HRM:CANT:MILK:2011-12

Date: XX XX 2010

BHEL, TIRUCHIRAPALLI-14, HRM - CANTEENS

### GENERAL CONDITIONS

1. Tender Rate Bid should be submitted only in a wax sealed cover, super scribed with the Enquiry No, Date and Description on the top of the cover and addressed to the Secretary, Canteen Managing Committee, Canteen Secretariat, Room No.21 A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date and time as indicated in the Tender Enquiry. In addition 4 litres of Milk in a Thermo Container should be given as sample on XX-XX-2011 before 10.30 AM
2. Tender may be sent by Registered Post / Speed Post / Courier also. **But the samples in a Thermo cool Container will have to be handed over in person only.**
3. Tenderer should use his own company letter head for quoting the rate (for which a model format is enclosed for reference only) and should affix his official seal and signature in their quotation
4. **CFTRI** certificate is **not essential**. However, as and when needed BHEL will select sample at random from the supplied quantity of Milk by the successful Tenderer to BHEL Canteens for testing the conformity of the supply with the standards specified in the "Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute ( CFTRI ) Mysore or any authorised agency and also as per the specifications mentioned in the tender. If the quality or specification is not as per the standards specified in the tender, payment will not be made for the entire lot supplied. Also in case of such repetitions, the annual tender will be cancelled at the third occasion.
5. If the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the used milk will not be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
6. Further the Tenderer will stand disqualified from participating in any Tender for milk for a period of 3 months. Any Tenderer failing in the quality test by CFTRI, Mysore more than thrice will stand debarred from participating in any tender for a period of three years.
7. The successful tenderer shall report at 4.30 AM in the morning and 1.30 PM in the evening and complete delivery of Milk at the respective canteens on the scheduled date as per quantity ordered.
8. The successful tenderer shall also arrange his own transport, unload the entire quantity of Milk at the respective canteens receipt area, measure each can, keep the cans inside the Cold Storage room and get the Delivery Chalan duly signed by the Canteen Officials. This only completes the process of Milk delivery to BHEL canteens.
9. It shall be the responsibility of the successful tenderer to measure the Milk quantity properly and count the cans also prior to loading them at their loading point for supply to BHEL Canteens/ Stores. Delivery Challan / Credit bill in duplicate should accompany the supply and the same is to be affixed with the Security permitted in seal at the Security entrance Gate .

10. The supply should be made in standard Food grade Stainless Steel can / Aluminium Cans of 40 Litres Capacity only. The can should be properly closed with SS/Aluminium lids and with lead seal on it. At any point of time no Supplier should take the other supplier's SS Milk Cans.
11. The ordered quantity will have to be delivered daily at various places of BHEL Canteens namely 18, 19, 24, 58 and 79 Canteens
12. Also we will place the order on more than one vendor to avoid any Interruption in supply.
13. The 40 Litre Cans used by the supplier should be painted in a distinctive colour with the incorporation of tenderer's name to identify the owner amidst more than one supplier.
14. The quantity to be delivered to the respective canteens will be informed at the time of ordering. Alteration ( excess or reduction) if any in the respective supply of Milk will be informed over telephone or by Purchase Order.
15. Milk not conforming with the standards of " Prevention of Food Adulteration Rules 1955 " will be rejected outright. In case of any other defective Supply the full quantity is to be replaced by the successful tenderer immediately. The rejected or partially used quantity of Milk will neither be returned nor paid except to let out in the disposal channel.
16. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the immediate requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
17. You may quote competitive and firm rate for a period of one year for the milk to be supplied. The rate should include transport, handling, packing, profit margin, all taxes (including VAT) etc. and inclusive of delivery of milk at various BHEL Canteens
18. The payment for the supply of milk shall normally be made within 45 days from the date of receipt of the Consolidated statement of Bills for the supply made for one month by the supplier to BHEL canteens/ stores and the payment by Account Payee Cheque will be sent through Registered Post/ speed Post only and will not be given in person .
19. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
20. Clarification, if any, before quoting may please be had from Manager / HR-Canteens or The Secretary, Canteen Managing Committee, Canteens, HRM Department , BHEL, Tiruchy-620014.
21. Price quoted will be valid for a period of one year from xx-xx-2011 to xx- xx-2012. The contract may be extended after one year also if needed at the same rate.
22. Late offer after the submission date and time will be rejected.

No.BHEL:HRM:CANT:MILK:2011-12

Date: XX XX 2010

## BHEL, TIRUCHIRAPALLI-14,HRM - CANTEENS

SPECIAL TERMS AND CONDITIONS

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate and counter offer others to have more than one supplier to ensure uninterrupted supply.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm/Shop, all requisite licenses , all Tax Certificates and registration Documents, etc., for supplying the milk to BHEL Canteens.
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only by Speed post / Courier / Registered Post that too well in advance before the Tender submission date & Time ( Before 10.30 A.M on 06-04-2010)
8. Quotation not in the letter head, without signature & official seal, cover not sealed with Wax will not be accepted.
9. Price variation clause is applicable and price will be decided based on Govt. announcement. The price will be proportionally enhanced / reduced as per the Govt. increase/decrease of milk rate. Present Govt. rate (Avain) :Rs.26.00 is taken as base rate. Any increase/decrease will be proportionally applicable.

The formula applicable = Future rate by - Present rate of  
Govt.(Avain) Govt.(Avain)  
----- X Quoted rate by  
Present rate of Govt. (Avain) vendor

No. BHEL:HRM::CANT:MILK:2011-12.

Date: XX XX 2010

**QUOTATION**

*(This quotation format is for reference only – The matter given in the format is to be typed in the Tenderer letter Head only)*

**THE QUOTED RATE IS APPLICABLE FOR THE PERIOD FROM 01/04/2011 TO 31/03/2012**

In response to your tender , we are pleased to offer the following rate for the supply of Milk to BHEL Canteens for a period of one year. Price variation clause is applicable and price will be decided based on Govt. announcement.

| S NO | ITEM                                                                 | RATE IN FIGURES/WORDS     |
|------|----------------------------------------------------------------------|---------------------------|
| 01   | Milk-Standardised<br>(Minimum of 4.5% fat<br>and 8.5% solid not fat) |                           |
| 02   | Insulated Van                                                        | Available/Not available   |
| 03   | CFTRI Certificate                                                    | Enclosed / Not enclosed # |

(Approximate total requirement per day is 2,800 litres for BHEL canteens)

# **CFTRI** certificate is **not essential**. However, as and when needed BHEL will select sample at random from the supplied quantity of Milk by the successful Tenderer to BHEL Canteens for testing the conformity of the supply with the standards specified in the “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute ( CFTRI ) Mysore or any authorised agency and also as per the specifications mentioned in the tender. If the quality or specification is not as per the standards specified in the tender, payment will not be made for the entire lot supplied. Also in case of such repetitions, the annual tender will be cancelled at the third occasion.

Quoted Milk rate is inclusive of all taxes and transports including delivery at various BHEL Canteens etc.

Signature of the tenderer and seal of the Firm

Phone No.

Mobile No.

Email ID.

FAX No.

Name & Address of the tenderer

## Details of Tender: CURD

Page 1 of 4

Ref: BHEL:HRM:CANT:CURD:2011-12

Date: XX XX 2010

### BHEL, TIRUCHIRAPALLI, HRM - CANTEENS GENERAL CONDITIONS

1. Tender should be submitted only in a wax sealed cover, super scribed with the Enquiry No, Date and Description on the top of the cover and addressed to, The Secretary, Canteen Managing Committee, HRM Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-600 014 well in advance before the tender submission date and time as indicated in the Tender Enquiry.
2. Tender could be sent only thro Registered Post / Speed Post / Courier also. **Samples will have to be handed over only in person.**
3. Tenderer should use his own company letter head for quoting the rate (for which a model format is enclosed for reference ) and should affix his official seal and signature in their quotation.
4. **CFTRI** certificate is **not essential**. However, as and when needed BHEL will select sample at random from the supplied quantity of Curd by the successful Tenderer to BHEL Canteens for testing the conformity of the supply with the standards specified in the “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute ( CFTRI ) Mysore or any authorised agency and also as per the specifications mentioned in the tender. If the quality or specification is not as per the standards specified in the tender, payment will not be made for the entire lot supplied. Also in case of such repetitions, the annual tender will be cancelled at the third occasion.
5. If the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the used Curd will not be returned to the Tenderer. In such a case the rate for the already used will be paid at a rate less than the Tender rate subject to mutual agreement.
6. Further the Tenderer will stand disqualified from participating in any Tender for curd for a period of 3 months. Any Tenderer failing in the quality test by any authorized external agency more than once will stand debarred from participating in any tender for a period of three years.
7. The successful tenderer shall report at 08.00 Hrs and complete delivery of curd at the respective canteen on the schedule date before 09.00 Hrs.
8. The successful tenderer shall also arrange his own transport, unload the entire quantity in the respective canteens receipt area, measure each can, keep the cans inside the Cold Storage room and this only completes the process of Curd delivery to BHEL canteens.
9. It shall be the responsibility of the successful tenderer to measure the curd quantity properly and count the cans also prior to loading them at their loading point for supply to BHEL Canteens/ Stores. Delivery challan / Credit bill in duplicate should accompany the supply and the same is to be affixed with the security permitted in a seal at the security entrance gate.
10. The supply should be made in standard Food grade Stainless / Aluminium / Hindalium Cans only.
11. The quantity to be delivered to the respective canteens will be informed at the time of ordering.
12. Curd not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ by any authorized external agency will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful tenderer immediately. The rejected or partially used quantity of Curd will neither be returned or not paid.
13. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the immediate requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.



Ref: BHEL:HRM:CANT:CURD:2011 -12

Date: XX XX 2010

14. You may quote fixed rate for a period of one year for the curd to be supplied. The rate should include transport, handling, packing, profit margin, all taxes etc. and inclusive of delivery of curd at BHEL Canteens
15. The payment for the supply of curd shall normally be made within 45 days from the date of receipt of the Consolidated statement of Bills for the supply made for one month by the supplier to BHEL Canteens stores and the payment by Account Payee Cheque will be sent through Registered Post / Speed Post/ Courier only and will not be given in person .
16. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
17. Clarification, if any, before quoting may please be had from the Manager / HR Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, BHEL, Tiruchy-620014 ( Phone No: 0431-2577067 / 2577064 )
18. Price quoted will be valid for the respective one year period alone and may extend if required for further two to three months.
19. Late offer after the submission date and time will be rejected.

Ref: BHEL:HRM:CANT:CURD:2011-12

Date: XX XX 2010

## BHEL, TIRUCHIRAPALLI-14 HRM - CANTEENS

SPECIAL TERMS AND CONDITIONS

1. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and supplier's capability in terms of delivery and quality.
2. In case the Lowest priced item does not meet the specifications of the tender , BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate and counter offer others to have more than one supplier to ensure undisrupted supply.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderer should possess the correct address of the Firm/Shop, all requisite licenses , all Tax Certificates and Registration Documents, etc., for supplying curd to BHEL Canteens.
7. For participating in the tender, the quotation should be submitted only in the letter head of the tenderer incorporating the matter available in the enclosed model format. The matter in the Quotation must be duly typed, legibly signed and also affixed with the official seal. The Tender cover must be sealed with wax and sent only thro Speed post / Courier / Registered Post well in advance before the Tender submission date & Time. ( Before 10.30 A.M on XX XX 11).
8. Quotation not in the letter head, without signature & official seal , cover not sealed with Wax will not be accepted.
9. Price variation clause is applicable and price will be decided based on Govt. announcement.  
The price will be proportionally enhanced / reduced as per the Govt. increase/decrease of milk rate. Present Govt. rate : Rs.26.00 ( For milk STANDARDISED and Homogeneous with a minimum of 4.5% Fat and 8.5% solid not Fat ) is taken as base rate. Any increase/decrease will be proportionally applicable.

The formula applicable = Future rate by Govt.. - Present rate of Govt..

-----  
Present rate of Govt.

X Quoted rate by vendor

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QUOTATION

(This quotation format is for reference only – The matter given in the format is to be typed in the Tenderer letter Head only)

THE QUOTED RATE IS APPLICABLE FOR THE PERIOD 01/08/2011 TO 30/07/2012

In response to your tender , we are pleased to offer the following rate for the supply of Curd to BHEL Canteens for a period of one year. Price variation clause is applicable and price will be decided based on Govt. announcement.

SL.NO	ITEM	RATE QUOTED PER LITRE OF CURD	
		Rate in Figures	RATE IN WORDS
	CURD		
01	4.5 % fat and 9% solid (not fat)		
02	Insulated Van		Available/Not available
03	CFTRI CERTIFICATE		Enclosed / Not Enclosed #

(Approximate total requirement per day is 2000 liters for BHEL canteens)

CFTRI certificate is **not essential**. However, as and when needed BHEL will select sample at random from the supplied quantity of Curd by the successful Tenderer to BHEL Canteens for testing the conformity of the supply with the standards specified in the "Prevention of Food adulteration Rules 1955 by the Central Food Technology Research Institute (CFTRI) Mysore or any authorized agency and also as per the specifications mentioned in the tender. If the quality or specification is not as per the standards specified in the tender, payment will not be made for the entire lot supplied. Also in case of such repetitions, the annual tender will be cancelled at the third occasion

Curd rate is inclusive of all taxes and transports including delivery at BHEL Canteen Stores etc.

Signature of the tenderer and seal of the firm

Phone No.

Mobile No.

Email ID.

FAX NO.

Name & Address of the tenderer

Ref:BHEL:HRM:CANT:CTC TEA DUST:2011

Date:XX.XX 2010

BHEL, TIRUCHIRAPALLI-14 HRM CANTEENS

GENERAL CONDITIONS

1. Tender should be submitted in a wax sealed cover super scribing with the Enquiry No, Date and Description and addressed to The Secretary, Canteen Managing Committee, Building 24, HRM Department, BHEL, Trichy-620 014.
2. Tender should be sent only throRegistered post / Speed Post / Courier. Personal delivery of tender will not be accepted.
3. Tenderer should use his own company letter head for quoting the rate and should affix his official seal and signature in the quotation.
4. The CTC TEA DUST should be supplied in factory bulk pack only.
5. BHEL will select at random from the CTC TEA DUST supplied by the successful Tenderer for testing the conformity of the supply with the requirements of “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute (**CFTRI**), Mysore and the cost of the test shall be borne by the Tenderer (at present CFTRI charges about Rs.3000/- per test report).
6. In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING WITH THE REQUIREMENTS OF PREVENTION OF FOOD ADULTERATION RULES 1955 , the unused Tea dust will be returned to the Tenderer . In such a case the rate for the Tea dust already used will be paid at a rate less than the Tender rate subject to mutual agreement.
7. Further , the Tenderer will stand disqualified from participating in any Tender for tea dust for a period of Three Months. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for a period of three years.
8. The successful tenderers shall arrange for delivery of the CTC TEA DUST at the respective canteen premises on the scheduled date before 02.00 PM. Normally the supply will be once in a month.
9. The successful tenderer shall arrange for his own transport and unloading at his cost for delivering the tea dust at the canteen premises.
10. It shall be the responsibility of the successful tenderer to weigh the tea dust properly before delivery. Delivery challan / Credit bill should accompany the supply.
11. The supply should be made in new jute gunny bags with inner plastic packing and test certificate should be enclosed along with delivery challan / invoice.
12. The delivery is to be made in canteen stores (one point). The quantity to be delivered to the respective canteens will be informed at the time of ordering.

13. CTC Tea dust not conforming with the requirements of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. Incsse of any defective supply, full quantity is to be replaced by the successful bidder within a reasonable time. Then only the rejected stocks will be returned.
14. In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
15. You may quote fixed price for the period of supply for the CTC Tea dust to be supplied. The price should include transport, handling, packing, cost of packing, profit margin, all taxes, etc. (ie free delivery of goods at our stores).
16. The payment for the supply of CTC Tea dust shall normally be made within 45 days from the date of supply made to our canteens through Account Payee Cheque by Regd. Post/ Speed Post/ Courier only and not in person.
17. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
18. Clarification, if any, before quoting may please be had from anager / HR-Canteens or The Secretary, Canteen Managing Committee, HRM Canteens, BHEL, Tiruchy-620014.Phone No: 0431-2577067 / 2577064.
19. Offer should be valid for the entire period.
20. Late offer will be rejected.

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Ref:BHEL:HRM:CANT:CTC TEA DUST:2011

Date: XX XX 2010

**FORMAT FOR QUOTATION****THE QUOTED RATE IS APPLICABLE FOR THE PERIOD FROM  
01-07-2011 TO 30.06-2012**

In response to your tender , we are pleased to offer the following firm rate for supply of CTC TEA DUST CONFORMING WITH PFA REGULATIONS-1955 for a period of 1 YEAR for Ist sort variety

**QUOTATION FOR THE SUPPLY OF CTC TEA DUST**

| Sl.<br>no. | Description                            | APPROXIMATE<br>Requirement<br>per month | RATE PER KG |       |
|------------|----------------------------------------|-----------------------------------------|-------------|-------|
|            |                                        |                                         | in          |       |
|            |                                        |                                         | NUMBERS     | WORDS |
| 01         | CTC TEA DUST<br>PACKED IN<br>1 KG PACK | 2000<br>KGS                             |             |       |

**Note:- Fixed rate including all taxes, transport , handling charges levies and delivery: at BHEL canteen stores with our man power**

PAYMENT: WITHIN 45 DAYS FROM THE DATE OF RECEIPT OF CONSOLIDATED STATEMENTS FROM US AND THE PAYMENT CAN BE MADE THROUGH ACCOUNT PAYEE CHEQUE AND SENT BY REGISTERED POST.

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I AGREE WITH THE TENDER CONDITIONS

Signature of the supplier and seal of the firm

TNGST NO:  
Phone No./Mobile No./Email ID  
Address of the tenderer

**Ref:BHEL:HRM:CANT:CTC TEA DUST:2010-11**

**Date: XX XX 2010**

**BHEL, TIRUCHIRAPALLI-14, HRM CANTEENS**

**SPECIAL TERMS AND CONDITIONS**

- 1 BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
2. Lowest prices received against BHEL tenders need not be the technically acceptable one and in that case BHEL reserves the right not to consider the same.
3. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
4. BHEL reserves the right to negotiate the L1 rate.
5. BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
6. The tenderers should possess correct address and all requisite licences registration etc., for supplying the commodity.
7. For participating in the tender the quotation format should be neatly typed in your letter head and should be submitted only through wax sealed covers by Register post/courier/speed post.

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## Details of Tender: INSTANT COFFEE POWDER

Ref:BHEL:HRM:CANT:I.COFFEE:2010

Date:XX.XX.2010

BHEL, TIRUCHIRAPALLI-14 HRM CANTEENS

### **GENERAL CONDITIONS**

- 1 Tender should be submitted only in a wax sealed cover, super scribed with the Enquiry No, Date and Description and addressed to The Secretary, Canteen Managing Committee, HPBP Canteens, Room No.21A, Building 24, HRM Department, BHEL, Trichy-620 014.
- 2 Tender should be sent only thro Registered Post / Speed Post / Courier . Personal delivery of tender will not be accepted.
- 3 Tenderer should use his own company letter head for quoting the rate and should affix his official seal and signature in the quotation.
- 4 The tenderer should enclose Original Certificate from the Central Food Technology Institute ( **CFTRI** ) , Mysore certifying that their Instant Coffee Chickory Mixture conforms with the standards specified in the “Prevention of Food Adulteration Rules 1955, along with their quotation. The original certificate will be returned to the tenderer by Speed Post after opening the tender .
- 5 The **Instant Coffee Chickory Mixture (60:40)** should be supplied in factory bulk pack of **1Kg** only, which will be given as sample during the Tender. Also you should clearly quote the packing ( **1Kg**) of Coffee Powder in your Tender.
- 6 BHEL may select at random from the Instant Coffee Chickory Mixture supplied by the successful Tenderer for testing the conformity of the supply with the standards specified in the “ Prevention of Food adulteration Rules 1955 by the Central Food Technology Institute ( **CFTRI** ) , Mysore and the cost of the test shall be borne by the Tenderer ( at present CFTRI charges about Rs.3500/- per test report . Surprise test will be conducted by us at any time during the contract period.
- 7 In the event of the CFTRI, Mysore certifying that the sample is NOT CONFORMING with the standards of Prevention of Food Adulteration Rules 1955, the unused Instant Coffee Chickory Mixture will be returned to the Tenderer . In such a case the rate for the Instant Coffee Chickory Mixture already used will be paid at a rate less than the Tender rate subject to mutual agreement.
- 8 Further the Tenderer will stand disqualified from participating in any Tender for Instant Coffee Chickory Mixture for a period of One year. Any Tenderer failing in the quality test by CFTRI, Mysore more than once will stand debarred from participating in any tender for period of three years.
- 9 The successful tenderer shall arrange to deliver one kg pack for delivery of Instant Coffee Chickory Mixture at the canteen stores on the schedule date before 02.00 PM.
- 10 The successful tenderer shall also arrange his own transport and unload at his own cost for delivering the supply of Instant Coffee Chickory Mixture at the canteen premises.



Ref:BHEL:HRM:CANT:I.COFFEE:2010

Date:XX.XX.2010

- 1 It shall be the responsibility of the successful tenderer to weigh the Instant Coffee Chickory Mixture properly before delivery. Delivery challan / Credit bill should accompany the supply.
- 2 The delivery is to be made in BHEL canteen stores( One point). The quantity to be delivered to the respective canteen Stores will be informed at the time of ordering.
- 3 Instant Coffee Chickory Mixture not conforming with the standards of “ Prevention of Food Adulteration Rules 1955 “ will be rejected outright. In case of any other defective supply, the full quantity is to be replaced by the successful bidder within a reasonable time then only the rejected stocks will be returned.
- 4 In case of failure in supplying the replacement in time, difference including transport & handling charges if any in the price procured by BHEL in the open market to meet the requirement of such occasions, shall be recovered from the pending bills of the successful tenderer.
- 5 You may quote fixed price for the period of one year for the Instant Coffee Chickory Mixture to be supplied. The price should include transport, handling, packing, profit margin and all taxes etc .(delivery of Instant Coffee Chickory Mixture at our stores).
- 6 The payment for the supply of Instant Coffee Chickory Mixture shall normally be made within 45 days from the receipt date of consolidated statement for the supplies made to our canteens and sent only through Account Payee Cheque by Regd. Post/ Speed Post/ Courier and not in person .
- 7 The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
- 8 Clarification, if any, before quoting may please be had from MANAGER / HR-CANTEENS or The Secretary, Canteen Managing Committee, HRM Canteens, Room No. 21A, HRM Department , BHEL, Tiruchy-620014.
- 9 Offer should be valid for the entire period of one year
- 10 Late offer will be rejected.

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Ref:BHEL:HRM:CANT:I.COFFEE:2010

Date:XX.XX.2010

BHEL, TIRUCHIRAPALLI-14 HRM CANTEENS

SPECIAL TERMS AND CONDITIONS

- 1 BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
- 2 In case the Lowest priced item does not meet the specification of the tender , BHEL reserves the right not to consider the same.
- 3 BHEL reserves the right to negotiate or re float the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
- 4 BHEL reserves the right to negotiate the L1 rate.
- 5 BHEL may order on more than one vendor at the lowest acceptable price to BHEL.
- 6 The tenderer should possess correct address and all requisite licenses and registration etc., for supplying the Instant Coffee Chickory Mixture.
- 7 For participating in the tender the quotation should be submitted as per the enclosed format duly typed in the letter head of the tenderer, duly signed and affix with the official seal. The Tender cover must be sealed with wax and sent only thro Speed post / Courier / Registered Post and well in advance too.
- 8 Quotation not in the letter head, without signature & official seal , cover not sealed with Wax and by personal delivery will not be accepted.

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Ref:BHEL:HRM:CANT:I.COFFEE:2010

Date:XX.XX.2010

*FORMAT FOR QUOTATION***THE QUOTED RATE IS APPLICABLE FOR THE PERIOD FROM  
01.12.2010 TO 30.11.2011**

In response to your tender , we are pleased to offer the following firm rate for supply of Instant Coffee Chickory Mixture CONFIRMING WITH PFA REGULATIONS-1955 for a period of 1 YEAR for 60% coffee and 40% chicory.

Quotation For The Supply Of Instant Coffee Chickory

| Sl. no. | Description                                                                                       | Approximate Requirement Per Month | RATE PER KG IN |       |
|---------|---------------------------------------------------------------------------------------------------|-----------------------------------|----------------|-------|
|         |                                                                                                   |                                   | NUMBERS        | WORDS |
| 01      | Instant Coffee Chickory mixture Packed in Factory Bulk of <b>1Kg</b><br>Coffee=60%<br>Chicory=40% | <b>800 Kgs.</b>                   |                |       |

**Note:- Fixed rate including all taxes, transport , handling charges levies and delivery: at BHEL canteen stores with your man power**

PAYMENT: WITHIN 45 DAYS FROM THE DATE OF RECEIPT OF CONSOLIDATED STATEMENTS FROM OURS AND THE PAYMENT CAN BE MADE THROUGH ACCOUNT PAYEE CHEQUE AND SENT BY REGISTERED POST.

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I AGREE WITH THE TENDER CONDITIONS

Signature of the supplier and seal of the firm

TNGST NO:  
Address of the tenderer

Phone No./Mobile No./Email ID