



भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
इंडस्ट्रियल वाल्वस प्लांट  
**Bharat Heavy Electricals Limited**  
(A Govt. of India Undertaking)  
**Industrial Valves Plant**



**MAIN STORES**

**TENDER NO: BHE:IVP:MS:T01:12-13:FORKLIFT**

**DATED: 15.06.2012**

**TENDER SCHEDULE**

**Subject:- Supply of Fork Lifter on hire basis to Bharat Heavy Electricals Ltd.,  
Goindwal , Distt - Tarn Taran (Punjab)**

1	General Terms & Conditions	<b>Annexure- "A"</b>
2	Techno Commercial Terms & Conditions	<b>Annexure- "B"</b>
3	Qualifying Requirements	<b>Annexure- "C"</b>
4	Price Bid Format	<b>Annexure- "D"</b>
5	Technical Bid Format	<b>Annexure- "E"</b>
6	Amount of EMD to be deposited along with the Tender.	Rs.60,000/- (Rupees sixty thousand only)
7	Period of Contract	One year from the date of award of contract
8	Last date for submission of tender documents	09.07.2012 up to 13:30 Hrs.
9	Date and time of tender opening	09.07.2012 at 15:30 Hrs.



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Annexure-“A”

**MAIN STORES**

TENDER NO: BHE:IVP:MS:T01:11-12:FORKLIFT

DATED: 15.06.2012

**GENERAL TERMS & CONDITIONS**

Sealed tenders are invited for supplying of Fork Lifters on hire basis. The details of the equipment are as per the Techno Commercial Bid. The tender covers shall be super scribed with tender no. and due date.

The tender is on two part basis (1) Techno Commercial Bid (includes Annexure-A,B & E) and (2) Price Bid (Annexure-D) in a separate sealed covers mentioned “FORK LIFTER ON HIRE BASIS”. The Techno Commercial Bid will be opened on 09.07.2012 at 15:30 Hrs. in Conference Hall, Admn. Building, Industrial Valves Plant, BHEL Goindwal Sahib, Distt. Tarn Taran (Punjab) – 143 422. The Price Bids of all the qualified bidders shall be opened on a scheduled date which will be informed to all the qualified bidders and sufficient time will be provided in order enable the bidders to attend the opening. The covers should be addressed to Manager (Stores & QM), Industrial Valves Plant, Goindwal Sahib – 143 422, Distt – Tarn Taran (Punjab) to reach us on or before by 13:30 Hrs. on 09.07.2012 and the same are to be dropped in the Tender Box which is kept at the Entrance of Admn. Building of IVP, BHEL Goindwal. **BHEL will not be responsible for any kind of postal delay.**

**NOTE: TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPES DULY MENTIONED.**

An amount of Rs.60,000/- (Rupees Sixty thousand only) should be deposited as EMD along with the tender in the form of Demand Draft drawn on PNB/SBI/HDFC/UBI/Punjab & Sind Bank in favour of BHEL, Goindwal Sahib payable at Goindwal Sahib. Cheques and Bank Guarantees will not be accepted.

The EMD of the unsuccessful bidder shall be refunded normally within 15 days of acceptance of award of work by the successful bidder. No interest on EMD and security deposit is payable. **The EMD in respect of successful bidder shall be adjusted towards part of security deposit.**

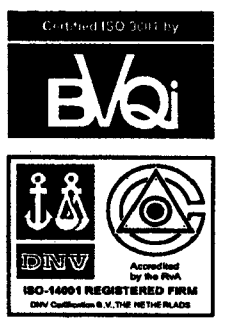
**SIGNATURE & SEAL OF THE BIDDER**

433, इंडस्ट्रियल काम्प्लेक्स, गोइन्दवाल 143423 (जिला अमृतसर) पंजाब 433, Industrial Complex, Goindwal 143423 (Distt. Amritsar) Punjab  
TELE PHONE : 01859-222002, 036, 039, 041, FAX : 01859-222061

पंजीकृत कार्यालय : बी.एच.ई.एल. हाऊस, सिरी फोर्ट, नई दिल्ली – 110 049 Regd Office : BHEL HOUSE, SIRI FORT, NEW DELHI - 110 049



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The successful contractor shall deposit a security deposit @ 10% of the value of the contract within 10 days from the date of receipt of the letter of award of contract, failing which the letter of award of contract shall be treated as cancelled and E.M.D. shall be forfeited.

The conditions relating to this tender schedule (viz., Annexure – “A & B”) are enclosed and the bidder shall fully comply with the same. The bidders should specifically confirm acceptance of all technical & commercial conditions by signing on each page. If nothing is mentioned, it will be understood as accepted. If Price Bid (Annexure-D) is not received along with Techno Commercial Bid on the tender opening date, the offers will be rejected.

**BHEL reserves the right to cancel/short close the contract at any time giving one month prior notice to the contractor.** The contract will be terminated at any time without any notice if the performance of the contractor is not satisfactory.

BHEL reserves the right to accept or reject any tender terms or whole part without assigning any reasons thereof before any commitment.

I/We agree for compliance with all terms and conditions.

**SIGNATURE & SEAL OF THE BIDDER**



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Annexure – “B”

TENDER NO: BHE:IVP:MS:T01:11-12:FORKLIFT

DATED: 15.06.2012

**TECHNO-COMERCIAL TERMS & CONDITIONS**

1. The contractor shall carryout and completes the said allotted work to the entire satisfaction of any officials duly nominated by the Company. The successful contractor shall have to enter into a contract with BHEL for a period of one year i.e., from the date of award of contract.
  - a. The requirement is for Three (03) Nos. of 3 MT lifting capacity Fork Lifter for the period of one year.
2. The fuel (Diesel) only will be provided by BHEL.
3. The Fork Lifter hire charges quoted shall include the cost of Fork Lifter, operator(s), extension forks and maintenance charges for 3 MT lifting capacity Fork Lifter and all other costs to be incurred by the contractor in the execution of the contract and shall be inclusive of all Taxes and Duties. Service Tax if applicable shall be paid extra on submission of requisite documents.
4. The details of the working hours for three fork lifters shall be as following:
  - a. Two Fork lifters are required for our Production Department, for which the working hours will be 0600 Hrs to 2300 Hrs (Monday to Saturday).
  - b. One Fork lifter is required for Stores Department, for which the working hours will be 0930 Hrs to 1800 Hrs(Monday to Saturday)

The contractor has to supply the Fork Lifter on Sundays/Holidays also with the same rate provided information regarding requirement is given to him one day in advance. The contractor has also to work on extra time if required on prior intimation whenever the Fork Lifter is required on urgent work basis beyond the hours mentioned above. The payment for this extra work shall be made on hourly basis.

5. The Contract will be finalized based on L1 quoted price and BHEL reserves the right to negotiate with L1.
6. The contractor shall not sublet the contract under any circumstances.
7. The contractor has to prepare and maintain a daily log sheet indicating the work done in the Performa prescribed in THREE copies and get endorsement daily from the company's representative which he has to submit at the end of the month for payment.

**SIGNATURE & SEAL OF THE CONTRACTOR**



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(भारत सरकार का उपक्रम)

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## Bharat Heavy Electricals Limited

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### Industrial Valves Plant



8. company (BHEL) shall not be liable in any way for any injury of whatsoever nature, loss of life or any other loss either to the personnel of the contractor or his Fork Lifter sustained during the course of execution of work entrusted to him in the performance of the contract. The contractor is responsible for compliance with all prevalent safety rules, labour laws etc. as laid down by State Govt./Central Govt./Statutory bodies. It is the responsibility of the contractor to ensure proper Insurance coverage to all the persons deployed by him. All the required PPE's(Personnel protective equipment) shall be provided by the contractor to the operators.
9. Arrangements will be made by the company for issue of pass for entry of contractor's men and Fork Lifters inside the factory and for movement within the factory premises in the performance of the contract.
10. The contractor shall submit his bills once in a month supported by the authenticated log sheet and payment will be done within 30 to 45 days.
11. In case of any breach of the terms and conditions of the contract on the part of the contractors, the security deposit shall be forfeited either wholly or in part at the discretion of the company.
12. The contractor shall indemnify and compensate BHEL for any loss or damage due to the negligence of contractor, his workmen, representatives or otherwise while transporting, loading and unloading of materials or otherwise. The loss or damage so suffered by BHEL shall be adjusted or recovered from the security deposit made by the contractor or any other sum due to him by BHEL.
13. The Fork Lifter should be fit in running condition and should give trouble free service. BHEL officials will physically see the Fork Lifter conditions and verify all valid documents like. Registration / ARAI certificate, Pollution Certificate, Insurance etc., and copies should be given. The contractor should indicate in their offer their Fork Lifter's Registration / ARAI certificate and year of manufacture.
14. model of any of the The Fork Lifter's should not be older than **Jan 2009**.
15. All taxes and duties livable under any laws or rules shall be paid by the contractor and the rate quoted by the contractor includes all costs to contractor and all Taxes and duties.
16. The contractor should be a PAN holder and furnish documentary proof of the same.
17. Working Hours : Fork Lifters are to be arranged on all working days for following shifts:
  - a. Two Fork lifter: Shift A & B from 0600 Hrs. to 2300 Hrs. (16 working hours + 01 hour for lunch )
  - b. One Fork Lifter: General Shift from 0930 Hrs. to 1800 Hrs. (08 working hours + ½ hour for lunch )
18. The offer should be quoted separately for 16 working hours per day per month and 08 working hours per day per month.

**SIGNATURE & SEAL OF THE CONTRACTOR**

433, इंडस्ट्रियल काम्प्लेक्स, गोइन्दवाल 143423 (जिला अमृतसर) पंजाब

433, Industrial Complex, Goindwal 143423 (Distt. Amritsar) Punjab

TELE PHONE : 01859-222002, 036, 039, 041, FAX : 01859-222061



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**Bharat Heavy Electricals Limited**

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19. The contractor should also quote the rate for extra duty after shifts/Sunday on **per hour basis**.
20. The contractor shall abide by the BHEL security rules and provide/observe such safety requirements as per the Factories Act.
21. In the event of any suit or legal proceedings arising for or incidental to the contract, the jurisdiction of courts at Tarn Taran only shall apply.
22. The Fork Lifters should be in the operational disposal of BHEL and the Fork Lifters will be used in BHEL, Goindwal at various work places including steel yards where it has to be used for loading, unloading and carrying to various places within the plant. It should be able to carry the lengthy items of structures, pipes, bar stock etc. from place to place within the plant. It will also be utilized for loading, unloading and transportation of castings, forgings, structural wooden boxes and cut pieces etc. for our day to day production purpose. The Fork Lifter should be supplied intact with all the necessary approvals from the Authorities concerned and driver should have a valid license for driving heavy duty commercial Fork Lifters. The Fork Lifter should also have operating personnel for handling day to day activities. The work will be allotted to the operating personnel of the Fork Lifter and he has to perform the work to the satisfaction of the Officers concerned and he should take entire responsibility for safe loading, unloading and carrying it to the places wherever the materials are required to be moved. The contractor will make all the arrangements for maintenance in advance so that no disturbance of the work is allowed when the Fork Lifter is in the operation. For periods under break down, no payment will be made to the contractor. In case of recurrent break downs of the Fork Lifter, BHEL reserves the right to cancel the contract.
23. The rates to be kept firm for the duration of the contract.
24. The contractor should be in a position to restore or supply similar Fork Lifter in case of failure of original Fork Lifter within 24 hours otherwise penalty will be imposed as per clause no. 25.
25. A penalty of Rs.1000/- (Rupees One thousand) per day (for 08 Hrs.) and Rs.1500/-(Rs.one thousand five hundred) per day (for 16 Hrs.) shall be recovered for every day of non-supply of Fork Lifters from the bills or Security Deposit or both.
26. The contract will be finalized on lowest landed cost to BHEL basis.

The successful contractor shall deposit a security deposit @ 10% of the value of the contract within 10 days from the date of receipt of the letter of award of contract, failing which the letter of award of contract shall be treated as cancelled and contract will be offered to L2.

I/We agree for compliance with all terms and conditions as given above.

**SIGNATURE & SEAL OF THE CONTRACTOR**

(Note: The contractor should affix his signature on all the pages).

433, इंडस्ट्रियल कॉम्प्लेक्स, गोइन्दवाल 143423 (जिला अमृतसर) पंजाब 433, Industrial Complex, Goindwal 143423 (Distt. Amritsar) Punjab  
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Annexure – “C”

TENDER NO: BHE:IVP:MS:T01:11-12:FORKLIFT

DATED: 15.06.2012

**QUALIFYING REQUIREMENTS**

1. Bidder should have PAN number (please enclose copy with Techno Commercial Bid).
2. Self Declaration Certificate that bidder is not black listed by any of the BHEL units or other organizations where he worked and has not found guilty by Court of Law in India for any offence involving fraud.
3. Blank Price Bid format with signature of the bidder.
4. Bidder should have Service Tax number (please enclose copy with Techno Commercial Bid).
5. Bidder has to submit the proofs for Fork Lifters owned by them including the details of the Fork Lifters (please enclose copy with Techno Commercial Bid).
6. MSE's (Micro and small Enterprises) firms should enclosed the copy of certificates with Techno Commercial Bid.
7. The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL website [www.bhel.com](http://www.bhel.com).

**Technical Bid Format**

Your enquiry no.: BHE:IVP:MS:T01:12-13:FORKLIFT

DATED: 15.06.2012

**Supply of Fork Lifter on hire basis to Bharat Heavy Electricals Ltd., Goindwal Sahib,  
Distt. Tarn Taran (Punjab)**

1. Name of the Firm :
2. Nature of the Firm : Proprietary / Firm / Company
3. Address and Contact numbers:
  
4. Registration with any Unit : Yes / No (If yes, Please specify Vendor Code)  
of BHEL (if any) .....(Vendor Code)
5. Copy of the Certificate( For sl.no. 4.) :Enclosed/ Not Enclosed
6. Blank Price Bid : Enclosed/ Not Enclosed  
(with signature)
7. Earnest Money Deposit : Rs 60,000/- (Sixty Thousands Only)
  - a. Demand Draft No. :
  - b. Date :
8. Copy of PAN Card : Enclosed/ Not Enclosed
9. MSE's(Micro and small Enterprises) firm : Yes / No (If yes, Please enclosed copy)

**We will fulfill all the obligations of the contract and abide by the Terms and  
Conditions mentioned in the enquiry.**

Date:

Signature with Name

& Official Seal

Cont'd

Your enquiry no.: BHE:IVP:MS:T01:12-13:FORKLIFT

DATED: 15.06.2012

**Supply of Fork Lifter on hire basis to Bharat Heavy Electricals Ltd., Goindwal Sahib,  
Distt. Tarn Taran (Punjab)**

Sl. No.	Description of work	Quoted
01	Hire charges for 3 MT Fork Lifter For 16 hours (Two shifts) <b>per month</b> (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures) YES/NO (For price see price bid)
02	Hire charges for 3 MT Fork Lifter For 08 hours (One shift) <b>per month</b> (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures) YES/NO (For price see price bid)
03	Hire charges for 3 MT Fork Lifter For extra work <b>per hour</b> (After shift) (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures) YES/NO (For price see price bid)

- NOTE:**
- (1) The Rate quoted above should include all Costs and Duties and Taxes .
  - (2) Service Tax to be shown separately.
  - (3) The rate quoted above should be firm during the period of contract.
  - (4) In case of any confusion, the above rates mentioned in Words will be treated as final.

**SPECIAL NOTE:**

1. If required the contract will be extended for a further period of one year with mutual consent with same terms & conditions of the agreement.

Signature of the Bidder.....  
Name of the Bidder .....  
Full Address .....  
Phone No. ....  
E-mail ID .....

***SIGNATURE & SEAL OF THE CONTRACTOR***

**Self Declaration**

I ..... in my capacity as <proprietor, lead partner, director> of

M/S .....Here by solemnly declare that

M/S.....

Has never been found guilty by a court of law in India for any crimes of fraud, dishonesty or moral turpitude.

Has never been black listed by any BHEL unit or any other organization.

Undertakes to abide by all statutory and regulatory requirements while carrying out work at BHEL Goindwal.

I declare that the particulars shown herein are true & correct in every detail. I or my partners have not applied for registration in this company in another name. I/we are well acquainted with all existing Acts, Rules, Regulations, Orders and Bylaws including all statutory Amendments and Enactments of State or Central Government and other local authorities including all labor laws. I/we agree that the registration is not transferable and the registration does not confer any special rights or privileges on me/us and that this registration will be without prejudice to the Company's right to publication of open tender notice in newspapers inviting tenders from time to time for individual works and to the Company's general terms and conditions of contract. I/we agree to abide by BHEL's policies and any terms and conditions that BHEL may ask to be followed from time to time. I/ we agree to have e-payment/ electronic funds transfer (EFT)/ RTGS facility with the bank and the details as per Annexure shall be submitted in filled format attached after my/ our registration in BHEL Goindwal. I/ we agree that the registration is liable to revocation or cancellation if it is found at any time that the particulars furnished by me/ us are false.

Signature.....

Name.....

Date.....

Seal.....

**PRICE BID FORMAT**

Your enquiry no.: BHE:IVP:MS:T01:12-13:FORKLIFT

DATED: 15.06.2012

**Supply of Fork Lifter on hire basis to Bharat Heavy Electricals Ltd., Goindwal Sahib,  
Distt. Tarn Taran (Punjab)**

Sl. No.	Description of work	Quoted Rate
01	Hire charges for 3 MT Fork Lifter For 16 hours (Two shifts) <b>per month</b> (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures)
		(In words)
02	Hire charges for 3 MT Fork Lifter For 08 hours (One shift) <b>per month</b> (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures)
		(In words)
03	Hire charges for 3 MT Fork Lifter For extra work <b>per hour</b> (After shift / Sunday/ holiday) (The charges should be inclusive of all conditions as per terms and conditions supplied by BHEL).	(Rs. in Figures)
		(In words)

- NOTE:** (1) The Rate quoted above should include all Costs and Duties and Taxes .  
(2) Service Tax to be shown separately.  
(3) The rate quoted above should be firm during the period of contract.  
(4) In case of any confusion, the above rates mentioned in Words will be treated as final.

**SPECIAL NOTE:**

1. If required the contract will be extended for a further period of one year with mutual consent with same terms & conditions of the agreement.

Signature of the Bidder .....

Name of the Bidder .....

Full Address .....

Phone No. ....

E-mail ID .....

***SIGNATURE & SEAL OF THE CONTRACTOR***