



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Limited
Corporate Communication, New Delhi

CC/EXOE/HM2023/22-23

07.03.2023

NOTICE INVITING LIMITED TENDER (SINGLE PART)

To

**All Empanelled Advertising Agencies with BHEL
(under the Agreement No. CC/ADEM/01/2020-21)**

Dear Sir / Madam

Subject: Fabrication of BHEL Stall, Logistics & associated services for HANNOVER MESSE 2023, Germany from 17th – 21st April.

BHEL is India's largest engineering and manufacturing enterprise in the energy related/ infrastructure sectors with global presence in 88 countries. **BHEL shall be participating in HANNOVER MESSE 2023 organised by Deutsche Messe AG from 17th to 21st April 2023 at Hannover, Germany.**

BHEL invites your best competitive offer for 'Fabrication of BHEL Stall (Stall B13, Hall 12, 91 sq.m., 13 m x 7 m, 4-side Open), Logistics and associated services' for the above exhibition on turnkey basis as per the approved 3D stall design layout, scope of work / BOQ, quality standards, timelines and terms & conditions mentioned in this tender enquiry.

The following documents shall form an integral part of this tender: -

- | | | |
|------------------------------------|---|----------------|
| 1. EXHIBITION HALL PLAN | - | Annexure I |
| 2. APPROVED 3D STALL DESIGN | - | Annexure II |
| 3. BILL OF QUALITY / SCOPE OF WORK | - | Annexure III |
| 4. LOGISTICS / SHIPMENT DETAILS | - | Annexure III A |
| 5. COMBINED INVOICE & PACKING LIST | - | Annexure III B |
| 6. SCHEDULE / TIMELINES | - | Annexure III C |
| 7. TERMS & CONDITIONS | - | Annexure IV |
| 8. PRICE BID | - | Annexure V |

Your complete offer in a sealed envelope (Single Part), as per the details given above super-scribed with '**Fabrication of BHEL Stall, Logistics & associated services for HANNOVER MESSE 2023**' should be submitted in the tender box at following address on or before **1200 Hrs. on Monday, 13.03.2023 by hand/courier:**

Address: -

Corporate Communication

Ground Floor (D-Block), Corporate Office.

BHEL House, Siri Fort, New Delhi 110049

The sealed bids shall be opened at **1230 Hrs. on the same day i.e. Monday, 13.03.2023** at the above address. The bidders or their representative may attend the opening of the bid, if they so desire.

Thanking you,

(Ujjwal Tomar)

Dy. Manager (Corp. Comm.)

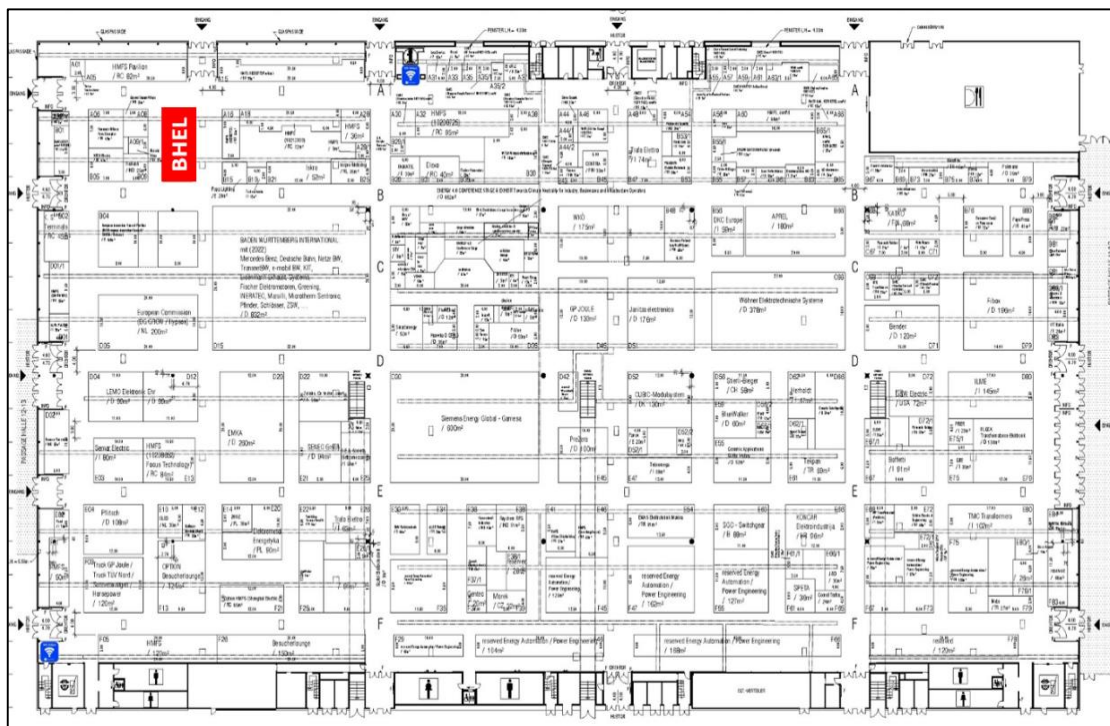
Sign & Stamp of the Bidder


उज्जवल तोमर / Ujjwal Tomar
उप प्रबंधक / Dy. Manager
आतिथीत संचार / Corporate Communication
भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electrical Limited
बी.एच.ई.एल. हाउस, सीरी फोर्ट, नई दिल्ली-110049
BHEL House, Siri Fort, New Delhi-110049

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EXHIBITION HALL PLAN
(STALL B 13 (91 sq.m. – 13 m x 7 m) - HALL 12)

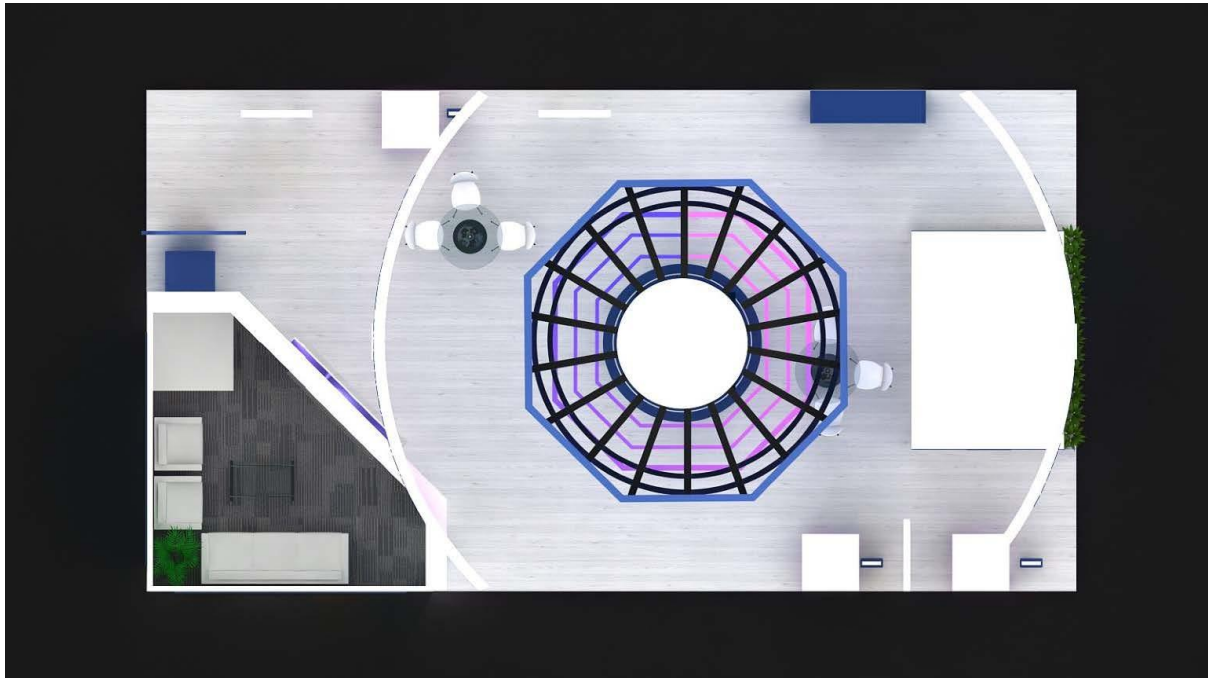




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Annexure II

APPROVED 3D STALL DESIGN



Sign & Stamp of the Bidder

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उप प्रबंधक / Dy. Manager
कॉर्पोरेट संचार / Corporate Communication
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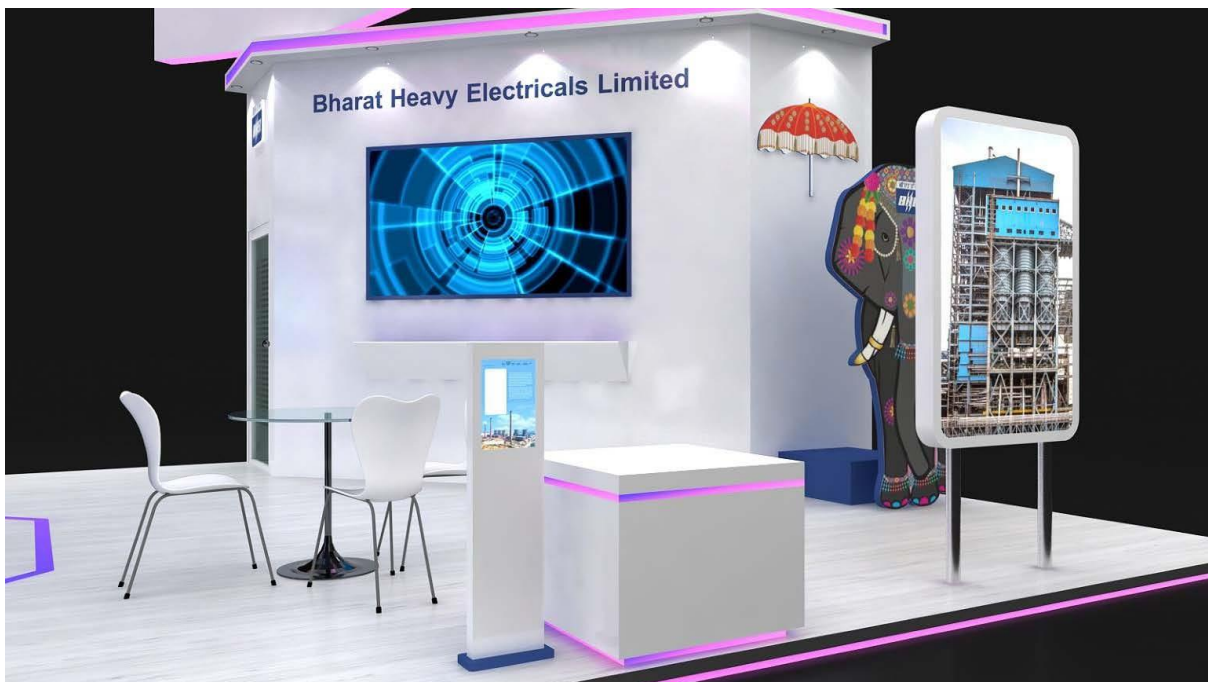
Sign & Stamp of the Bidder

Himanshu Tomar
उज्जवल तोमर / Ujjwal Tomar
उप प्रबंधक / Dy. Manager
कॉर्पोरेट संचार / Corporate Communication
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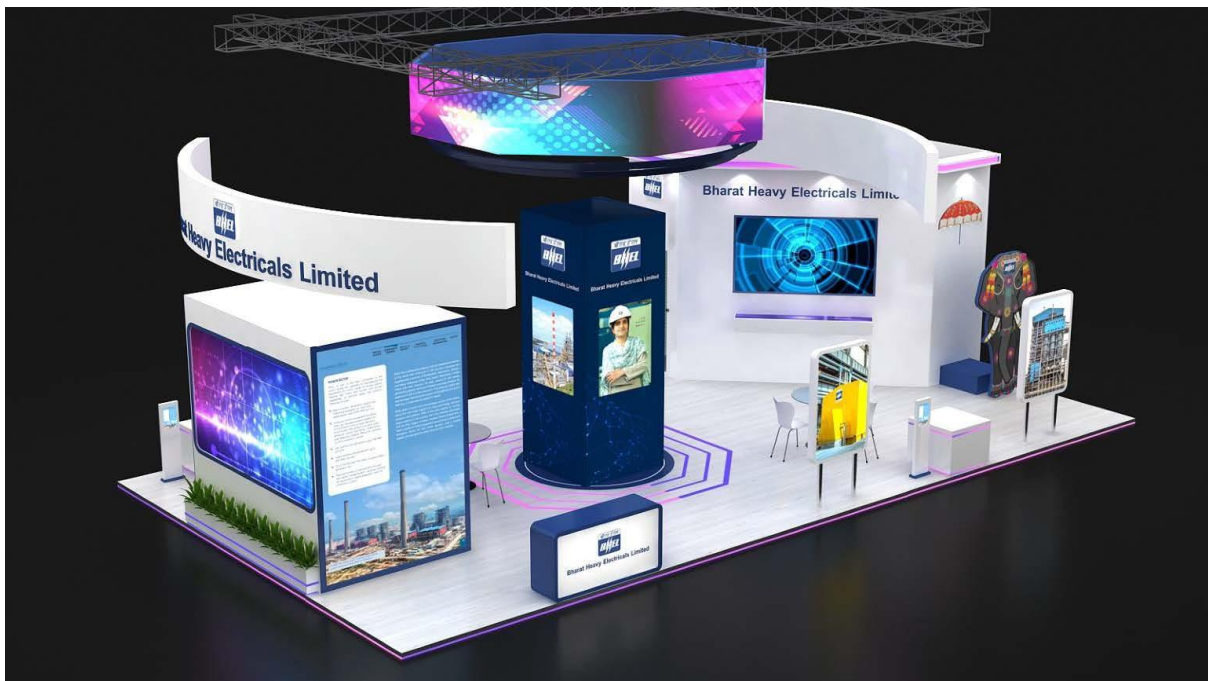
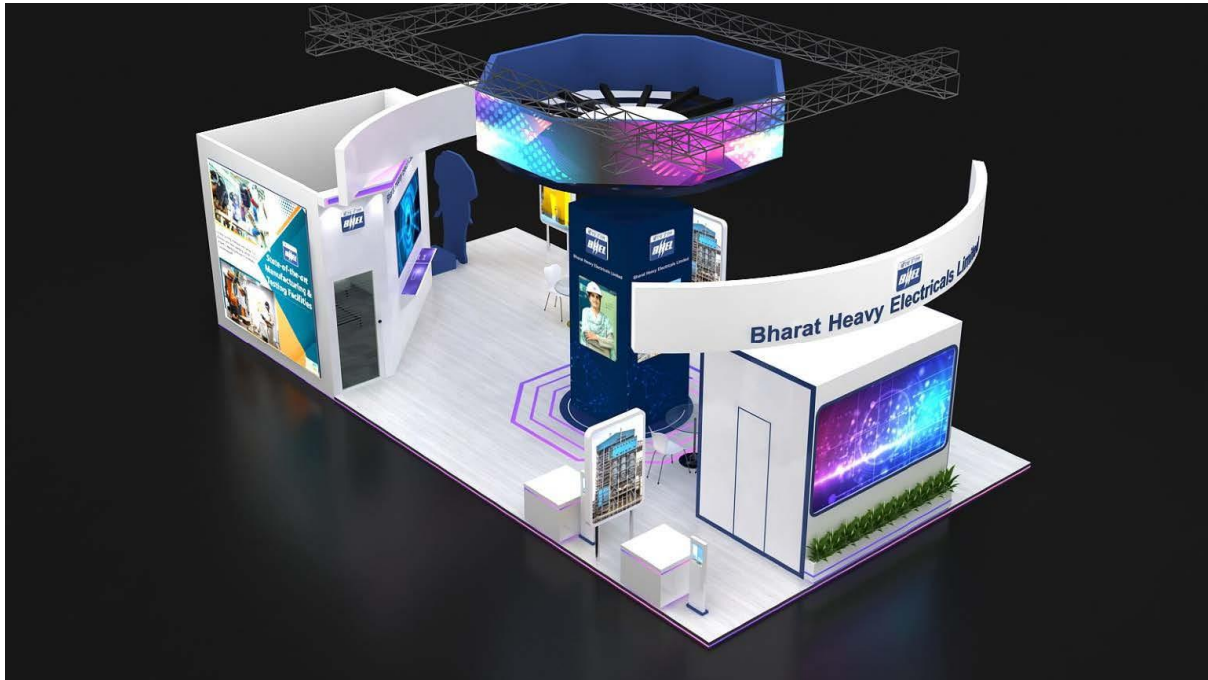
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BILL OF QUALITY / SCOPE OF WORK

S. N.	Description of Item	Quantity	Unit
1	Flooring (Stall Size: 13 m x 7 m - 91 sq.m.)		
1.1	Raised wooden platform (13 m (L) x 7 m (W) x 100 mm (H)) with Laminate flooring and Inlit skirting on platform with aluminium L-Channel, groove lighting on floor for octagonal shapes, provision of ramp as per the design & requirement	91	sqm
2	Structural Items		
2.1	Wooden Curved / Semi-circle Fascias of size 25 ft (running length) x 3ft (height) made from MDF board - to be hanged from the truss / hall ceiling as per design	2	Lump sum
2.2	Wooden Structure of size (10ft (L) x 7ft (W) x 10ft (H)) for LED Walls & Storage space with racks and door as per design	1	Lump sum
2.3	Covered Meeting Room of size (14ft (L) x 14ft (W) x 12 ft (H)) & triangular shape, carpet flooring - for 5-6 pax. with pantry table & glass door as per design	1	Lump sum
2.4	Reception counter of size (5 ft x 2ft x 3ft) with inside storage space, colour & finish as per design	1	Nos.
2.5	Wooden PU finished podiums of size 90 cm(L) x 60 cm (B) x 90 cm(H) with groove lightings for displaying 3D models/ exhibits as per design	2	Nos.
2.6	Wooden PU finished podiums of size 60 cm(L) x 60 cm (B) x 90 cm(H) with groove lightings for displaying 3D models/ exhibits as per design	2	Nos.
2.7	Wooden four-side box panel of size 4.5 ft (L) x 4.5 ft (W) x 12 ft (H) for digital kiosks.	1	Lump sum
2.8	Specifications Stands (A-4 size) for 3D Models/Exhibits	5	Nos.
3	Furniture & other Items		
3.1	Three-seater sofa (White colour)	1	Nos.
3.2	Single-seater sofa (White colour)	2	Nos.
3.3	Center table	1	Nos.
3.4	Bar Stool for Reception (White colour)	2	Nos.
3.5	Round Table	2	Nos.
3.6	Chairs (White colour)	10	Nos.
3.7	Compact Refrigerator	1	Nos.
3.8	Compact tea-coffee vending machine with consumables for 300 nos. cups (including provision for black, green tea, creamer & sugar cubes, or pouch, disposable cups, spoons, tissue napkins, napkin holders & service trays)	1	Lump sum
3.9	Bone China crockery set for serving tea & snacks (cups, plates, spoons, glasses & bowls)	1	Set
3.10	Business Card Scanner & Reader	1	Nos.

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Ujjwal Tomar
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उप प्रबंधक / Dy. Manager
कॉर्पोरेट संचार / Corporate Communication
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4	Brandings, AV, Signages & Digital Displays		
4.1	LED Wall Hanging Top Fascia of octagonal shape (8 sides) of size (running length 48 ft (6ft x 8side) of height 3 ft) as per design - to be hanged from the hall ceiling/truss	1	Set
4.2	LED Wall Screens (10 ft by 7 ft) with sound system, laptop & complete console	2	Set
4.3	LED TV (42 inch) with USB & HDMI provision for meeting area	1	Nos.
4.4	Interactive Screen Panel / LFD TV (85 inch) with touch pad/sensors and other accessories	1	Nos.
4.5	Digital Kiosks / Touchscreen LED TVs of size 55 inch	4	Nos.
4.6	MI Bar Lighting Module (Programmable coloured lighting) with central wooden backlit element as per design	1	Set
4.7	Laptop with USB & network provision	2	Nos.
4.8	Backlit branding panels of size 10 ft (W) x 10ft (H) printed on high quality translite material with adequate LED lights - sizes as per design	2	Nos.
4.9	Backlit branding panels of size 9 ft (H) x 6.5 ft (W) printed on high quality translite material with adequate LED lights - sizes as per design	1	Nos.
4.10	Backlit branding panels of size 5 ft (H) x 3 ft (W) printed on high quality translite material with adequate LED lights - sizes as per design	6	Nos.
4.11	3D acrylic cut letters of company name of approx. size 16 ft (W) x 1 ft (H) for fascia as per design	2	Nos.
4.12	3D acrylic cut letters of company name of approx. size 10 ft (W) x 7 inch (H) for wall as per design	1	Set
4.13	3D acrylic BHEL Logo of approx. size 1.5 ft (W) x 1.25 ft (H) for fascia as per design	3	Nos.
4.14	Tablet / i-pad for Feedback / Queries	1	Nos.
4.15	Wooden cut-outs of approx. size 5ft x 6ft with prints for Selfie Point as per design	2	Nos.
4.16	Prints on Vinyl media (cut letters for company logo, slogan, name, etc.) as per design	200	sqft
5	Lighting & Electricals Items		
5.1	Concealed LED Spot lights, front lights, other general lighting, sockets / charging points, as per design & requirement including distribution board & cabling - complying to safety standards of organiser	1	Lump sum
6	Consumables, Pavilion Services & Miscellaneous Items		
6.1	Cookies / Biscuits (Digestive, Salted) (250 gram)	50	Nos.
6.2	Dry Fruits / Cashews (Salted / Roasted) (200 gram)	25	Nos.
6.3	Peanuts Salted / Roasted (200 gram)	50	Nos.
6.4	Canned Cold Drinks (250 ml)	150	Nos.
6.5	Fruit Juice (200 ml) in Tetrapack	100	Nos.
6.6	Planter Boxes with plants as per design	1	LS



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6.7	Flower basket (small) for centre table & reception table	15	Nos.
6.8	Flower bouquets (standard size)	15	Nos.
6.9	Glass Bowl for Visiting Cards	1	Nos.
6.10	Glass Bowl for Candies	1	Nos.
6.11	Visitors Book with Gel Pen	1	Nos.
6.12	Brochure/Literature stand with minimum 4 pockets each	2	Nos.
6.13	250 ml mineral water bottles	500	Nos.
6.14	Assorted Candies (Packet of 100 candies)	6	Nos.
6.15	Scissors, tray with red ribbon, cello tape, velvet cloth etc. for inauguration of stall	1	Set
6.16	Operator cum service boy in uniform on all 5 days	1	Nos.
6.17	Services of 1 Hostess cum Interpreter (English & German speaking in business /ethnic attire for exhibition days)	1	Nos.
6.18	Working Lunch packet for Official Staff	75	Nos.
6.19	Photo coverage on Inaugural Day	1	day
6.20	Video coverage on Inaugural Day	1	day
6.21	Wastebins	2	Nos.
7	Logistics Arrangements of 3D Models, Products & items as per CIPL Sheet including following		
7.1	Door-to-door handling including to & fro air freight		
7.2	Insurance		
7.3	Airport Terminal charges in India		
7.4	Airport Terminal charges in Germany		
7.5	Bond fee in Germany for temporary import of goods		
7.6	Duty on Permanent import on give-away items		
7.7	Packing of 3D Models, Products & Exhibits		

Note:

1. Design of all translite / branding panels, content for LED Screen, Digital Kiosks, Touchscreen TV & 3D Models/Exhibits (at BHEL, New Delhi) shall be provided by BHEL to successful bidder.
2. All items/ services (except consumables) are on hire basis only.
3. Variation in size or quantities if any, will be governed by the unit rates quoted or pro rata basis, as applicable.
4. The BHEL / Organisers shall provide electricity connection to the agency from the nearest source available. The agency has to make necessary arrangements (Cable etc.) for connecting the power supply & distribution from the main source.
5. The selected agency / service provider will ensure that the design, construction and other services of BHEL Stall at Hannover Messe 2023 are in compliance with the rules & regulations issued by the fair/exhibition organisers.
6. The scope of work will include construction of the stall at site well in time, maintenance and cleanliness activities during the event and dismantling of the pavilion after the event.
7. All the material and other items used for construction of BHEL Stall should be of international standards and should adhere to the specifications prescribed by fair authorities.

Sign & Stamp of the Bidder

Himanshu Tomar
उज्जवल सोमर / Ujjwal Tomar
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कॉर्पोरेट संचार / Corporate Communication
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LOGISTICS / SHIPMENT DETAILS

List of 3D Models, Products, Brochures & Souvenir items for Hannover Messe 2023

1. 3D Model 1 (to be Re-Exported after Exhibition)
2. Product (to be Re-Exported after Exhibition)
3. 3D Model 2 (to be Re-Exported after Exhibition)
4. 3D Model 3 (to be Re-Exported after Exhibition)
5. Neck Ties & Scarves – 20 nos. each (for Free Distribution to Stakeholders)
6. Jute Bags – 500 nos. (for Free Distribution to Stakeholders)
7. Pen Drives (32 GB) – 300 nos. (for Free Distribution to Stakeholders)
8. Brochures & Publicity Materials - 1,000 nos. (for Free Distribution to Stakeholders)
9. Key Chains – 500 nos. (for Free Distribution to Stakeholders)
10. Tea Bags (200 gram) – 200 nos. (for Free Distribution to Stakeholders)

Key Notes:

- Refer Combined Invoice Packing List for details w.r.t. dimensions, quantities, value, weight & volume of 3D Models / items to be transported to Hannover Messe 2023
- The above items shall be ready for packing on or before 18th March 2023.
- All the items listed above have to be collected from BHEL, Corporate Office, New Delhi for packing and onward shipment through air cargo.
- All items viz. 3D Models & product(s) which are being sent to Hannover on returnable basis have to be re-exported to India and should arrive at BHEL, Corporate Office, New Delhi within 45 days after the exhibition.



Annexure III B

COMBINED INVOICE & PACKING LIST

CASE NO.	DIMENSIONS (Cm)			VOLUME	WEIGHT (KG)	DESCRIPTION OF GOODS (IN ENGLISH)	H.S. CODE	NOS.	VALUE (USD)		TYPE
	PCS (L X W X H)								(M3)	GROSS	
1	150	60	60	0.54	50	3D Model 1	9023	1	9000.00	9000.00	A
2	60	60	60	0.22	40	Product	841950	1	78000.00	78000.00	A
3	90	60	60	0.32	20	3D Model 2	9023	1	550.00	550.00	A
4	60	60	60	0.22	25	3D Model 3	9023	1	1250.00	1250.00	A
5	90	60	60	0.32	15	Neck Ties & Scarves	6215	40	18.00	720.00	C
6	90	90	90	0.73	60	Jute Bags	63051010	500	1.70	850.00	C
7	60	30	30	0.05	15	Pen Drives (32 GB)	85235100	300	5.00	1500.00	C
8	90	60	60	0.32	80	Brochures & Publicity Materials	49011020	1,000	1.00	1000.00	C
9	60	60	60	0.22	20	Key Chains	83089039	500	1.30	650.00	C
10	90	60	60	0.32	45	Tea Bags (200 gram)	902	200	13.00	2600.00	C
TOTAL				3.27	370					96120.00	

REMARKS

A : Re-Export after Exhibition

C : GIVEN AWAY/SOLD - Free Distribution to Stakeholders

Note – The quantities, dimensions & value of above items may vary, marginally based on final requirement.

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कॉर्पोरेट संचार / Corporate Communication
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Annexure III C

SCHEDULE / TIMELINES

- Possession of Space / Start of fabrication work: 5th April 2023 – 0700 Hrs. onwards
- Completion of all fabrication work, logistics, services: 16th April 2023 – before 1800 Hrs.
- Handing over the stall to BHEL: 16th April 2023 – before 1800 Hrs.
- Inauguration of Exhibition: 17th April 2023 (Morning)
- Exhibition Schedule: 17th to 21st April 2023
- Dismantling period: 21st April 2023, from 18:00 hrs to 26th April 2023, until 18:00 hrs
- Re-export of 3D Models/Products & Arrival at BHEL, New Delhi: within 45 days after exhibition

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TERMS AND CONDITIONS

A. GENERAL INSTRUCTIONS FOR THE BIDDERS

1. The offer shall be submitted as per the instructions of tender document. Only one set of tender document duly signed & stamped on each page shall be submitted as detailed. Bidder should note specifically that all pages of tender document, including the NIT page for this tender shall be submitted by them after signing/ stamping on each page as a part of their offer. Price shall not be mentioned by them anywhere, except in the Price Bid (Annexure V).
2. The bidder should accept all terms & conditions of the tender unconditionally. Any deviation to BHEL terms and conditions mentioned anywhere in the tender document shall not be considered and may lead to outright rejection of such offer.
3. The bidders are advised to obtain all the necessary information related to the scope of work/ specifications before submitting their offers. Any queries regarding this tender may be clarified from Ujjwal Tomar, Dy. Manager (Corp. Comm.) on landline no. 011-66337399 or e-mail: ujjwal@bhel.in.
4. All the tender documents including Corrigendum/Addendum shall be uploaded on BHEL web site (www.bhel.com) & on CPP Portal (<http://eprocure.gov.in/cppp/>) which can be downloaded and used as tender document for submitting the bid.
5. No overwriting / correction in tender documents by bidder shall be allowed. However, if correction is unavoidable, the same must be counter-signed & stamped.
6. BHEL reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
7. In case any typing error/other clerical errors is noticed by the bidder, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail & shall be binding on the bidder.
8. The bidders or their representative may attend the opening of the bid, if they so desire.

B. SPECIAL TERMS & CONDITIONS

1. Bidders are required to quote for the complete scope of work. Tenders for part of the work or incomplete in any respect are liable to be rejected.
2. **Estimated rates have been disclosed in the tender documents and percentage rate tenders are invited. Accordingly, the basic amount as per basic rates has been calculated against each item. Bidders have to quote a single overall percentage, (+) above, (-) below or at par with the estimate rates at S.No. 9 of Price Bid Annexure V. The same quoted percentage will be applied on every item of the BOQ.**
3. The rates/amount/percentage quoted by the bidder will be firm till the contract period and price variation and escalation due to increase in service/manpower/material cost shall not be acceptable in any case. The rates/percentage/amounts quoted by the bidder are deemed to be inclusive of all and any other incidental works required to complete the work.
4. **VALIDITY OF BID/RATES:** Your offer should remain valid till 90 days from the date of opening of sealed bid.
5. **EVALUATION CRITERIA & AWARD OF WORK:** Evaluation of bid will be on total cost to 'BHEL' in Indian Rupee (INR) i.e. Evaluation of Price Bid will be done on overall L-1 rate i.e. Total Amount excluding GST (S.No. 10 of Price Bid). In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders. In case more than one bidder happens

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भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electricals Limited
बी.एच.ई.एल. हाउस, सी.एच.सी. कॉर्ट, नई दिल्ली-110049
BHEL House, Siri Fort, New Delhi-110049



to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s). Please note that the award of work / work order shall be placed on the L-1 bidder subject to suitability of offer & reasonability of rates and solely at discretion of BHEL.

6. **PRICE**

- Price should be quote in Indian Rupee (INR).
- Price quoted should be firm during the duration of contract.
- The Total Amount quoted at S.No. 10 of Price Bid (Annexure V) should include all taxes and duties at India & Germany end except GST as applicable in India, which should be indicated separately at S.No. 11 in the Price Bid (Annexure – V).
- Price to be filled-in strictly as per the Price Bid enclosed as Annexure - V. Change in Performa is not allowed and the bid is liable to be rejected.
- The bidders are required to quote essentially for the entire scope of work.
- Offers not fulfilling any of the above conditions are liable for rejection.

7. **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis:

- If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
- If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- If any bidder does not accept the correction of errors, their bids are liable to be disqualified.

8. **TAXES & DUTIES**

- All taxes and duties at India & Germany end will be to the agency/service provider's account except GST, as applicable in India.
- To enable BHEL to avail GST Input tax credit, contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law. Payment shall be made to the contractor only after submission of GST complaint Tax invoice and reflection of GST ITC to BHEL in GSTR – 2B. The successful bidder shall raise GST compliant invoice affixing GSTIN of BHEL's unit availing the services.
- BHEL reserves the right to protect its interest against any loss on account of availability of GST credit.
- GSTIN of BHEL will be provided to the contractor along with the work order.
- Any new/change in statutory levy as and when made applicable by the Government shall become applicable against documentary evidence.
- Payment to the contractor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act & GST, as amended from time to time and a certificate to this effect shall be provided to the contractor by BHEL.
- Applicable GST shall also be recoverable from the contractor in case of LD recovery/penalty on account of breach of terms of contract.

9. **TERMS OF PAYMENT**

- The payment of final bill will be made in Indian Rupee (INR) only after satisfactory completion & satisfactory quality of the work as per tender, clearance of the site &

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clearance of all the liabilities on agency's part. No claim will be entertained after signing the final bill.

- (ii) Payment shall be made as per the actual nos. of BOQ items executed.
- (iii) Bills raised by the Agency shall be certified by the official in-charge of BHEL and the payments will be made against final bill, within 60 days by NEFT/RTGS from the date of receipt of bill subject to conditions mentioned at Taxes & Duties. The agency shall not be entitled to any interest with respect to any money which may be due to him from BHEL and no interest shall be payable by BHEL in case of delayed payment.
- (iv) BHEL reserves the right to make the payment through NEFT mode.
- (v) No advance payment of work will be made to the agency.

10. SECURITY DEPOSIT (SD):

Security Deposit means the security provided by the agency/service provider towards fulfilment of any obligations in terms of the provisions of the contract. The total amount of Security Deposit will be 5% of the contract value. Upon acceptance of tender, the successful bidder must submit the security deposit (5%) in any of the following forms:

- i) Cash (as permissible under the extant Income Tax Act)
- ii) Local cheque of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL
- iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act.
- iv) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL).
- v) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL).

11. COLLECTION OF SECURITY DEPOSIT:

- i) 100% of the required Security Deposit shall be collected before start of the work.
- ii) If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payments due to the Contractor.
- iii) The validity of Security Deposit shall be initially up to the validity of contract + Three (3) months, and the same shall be kept valid by proper renewal till the acceptance of Final Bills of the Contractor, by BHEL.
- iv) BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the Contractor's failure to fulfil any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract. BHEL reserves the right to set off the Security Deposit against any claims of other contracts of successful bidder with BHEL.
- v) The Security Deposit shall not carry any interest.

12. RETURN OF SECURITY DEPOSIT:

- i) Security Deposit shall be refunded / Bank Guarantee(s) will be released to the Contractor upon fulfilment of all the Contractual / Statutory obligations or after 03 (three) months from the date of completion of the contract whichever is later, after deducting all expenses / other amounts due to BHEL under the contract.
- ii) Bidder agrees to submit performance security required for execution of the contract within the time period mentioned. In case delay in submission of performance security,

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- enhanced performance security which would include interest (SBI rate +6%) for the delayed period, shall be submitted by the bidder.
- iii) Further, if performance security is not submitted till such time first bill become due, the amount of performance security shall be recovered as per terms defined in NIT, from the bills along with due interest.
13. **BANK GUARANTEES:** Wherever Bank Guarantee is to be furnished/submitted by the Contractor, the following shall be complied with
- i) Bank Guarantee shall be from Scheduled Banks / Public Financial Institutions as defined in the Companies Act.
- ii) The Bank Guarantee shall be as per prescribed formats.
- iii) It is the responsibility of the Contractor to get the Bank Guarantee revalidated / extended for the required period, as per the advice of BHEL. BHEL shall not be liable for issue of any reminders regarding expiry of the Bank Guarantee.
- iv) In case the Bank Guarantee is not extended before the expiry date, BHEL reserves the right to invoke the same by informing the concerned Bank in writing, without any advance notice/communication to the concerned Contractor.
- v) Bidders to note that any corrections to Bank Guarantee shall be done by the issuing Bank, only through an amendment in an appropriate non-judicial stamp paper.
14. **COMPLETION PERIOD:** The fabrication work, logistics and associated services as per the scope & technical specifications has to be completed on or before 16th April 2023 before 1800 Hrs.
15. **LIQUIDATED DAMAGES - DELAY:** All works w.r.t. fabrication of BHEL Stall at Hannover Messe 2023 & associated activities as per design & specifications have to be completed on or before 1800 Hrs. on 16th April 2023. Any delay in completion of the job attributable to the agency within schedule date & time will invite imposition of LD @ 1% per hour or part thereof (on contract value) subject to a maximum of 10% of the total value. However, in the absence of the stall readiness or delay in major item(s) impacting upon the entire stall, no charges would be payable irrespective of portion of work completed.
16. **INSURANCE:** Insurance, including transit insurance will be arranged by the service provider.
17. **SAFETY, HEALTH AND ENVIRONMENT MANAGEMENT:**
- All necessary precautions for safety of the man / machine, fire hazard & environmental aspects shall have to be taken by the agency for the activities performed by his workforce. The agency shall be responsible for providing all necessary safety and personal protective equipment (PPE) needed by its workforce. All equipments must meet appropriate standards and be in good working order. Any casualty or damage caused to the property or person by any untoward incidents while executing this contract will be at the Contractor/Agency's risk & cost. The contractor/agency has to provide required tools and tackles etc. including PPE (personal protective Equipments) to accomplish the job/services under the contract.
- BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life / permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below.



- a) Victim: Any person who suffers permanent disablement or dies in an accident as defined below.
 - b) Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/ operation and works incidental thereto at BHEL factories/ offices and precincts thereof, execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works / during working at BHEL Units/ Offices/ townships and premises/ Project Sites.
 - c) Compensation in respect of each of the victims:
 - (i) In the event of death or permanent disability resulting from Loss of both limbs: ₹10,00,000/- (Rupees Ten Lakhs)
 - (ii) In the event of other permanent disability: ₹7,00,000/- (Rupees Seven Lakhs)
 - d) Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to Section 2 (I) of the Employee's Compensation Act, 1923."
18. **ELECTRICITY CONNECTION:** The BHEL / Organisers shall provide electricity connection to the agency from the nearest source available. The agency has to make necessary arrangements (Cable etc.) for connecting the power supply & distribution from the main source.
19. **SUPERVISION OF WORK:** The agency will deploy sufficient numbers of Supervisors/ Technical Staff to ensure proper execution of work. The work has to be undertaken as per the instructions of Official-in-charge of BHEL.
20. **CARE OF EXISTING STRUCTURE:** Proper care shall be taken by the agency to avoid any damage to the existing structure at exhibition venue during execution of work. In case of any damage caused to the structure/building etc. attributable to the agency, the agency shall be responsible for repairing all the damages and restoring the same to their original finish at their own cost. The agency shall also remove all unwanted and waste materials arising out of subject work from the site after completion of job.
21. **SUSPENSION OF BUSINESS DEALINGS**
BHEL reserves the right to take action against agencies by suspending business dealings with them in line with BHEL guidelines issued from time to time, in following cases: -
 - a) Bidder/Supplier tampers with tendering procedure affecting ordering process.
 - b) Bidder/Supplier has misused BHEL documents/ drawings/ technical information or has breached the confidentiality agreement with BHEL.
 - c) After placement of order, L-1 Bidder/Supplier fails to execute the contract.
 - d) After price bid opening but before placement of order, Bidder/Supplier withdraws his offer or varies it in any manner within the validity period.
 - e) Any other instance (refer 'Guidelines for suspension of business dealings with suppliers/ contractors' is available on www.bhel.com on "supplier registration page".
22. **IDENTITY CARDS:**
Each and every person deployed by the agency has to carry his/her photo identity card. The list of all such persons and their backups, if any has to be submitted at least 1 day in advance to BHEL.



23. **VARIATION IN SIZE / QUANTITY:** Variation in size or quantities of individual items (to any extent) due to site requirements will be governed by the unit rates quoted or pro rata basis, as applicable. However, the total actual/executed value may vary upto +/-30% of the total contract value.

24. **ARBITRATION**

- a) In case of failure to arrive at amicable settlement, dispute of any kind whatsoever which arise between BHEL and the bidder in connection with or arising out of the Order/Contract, including without prejudice to the generality of the foregoing, any question regarding its existence, validity or termination, or the execution of the contractual obligations whether before or after the termination, abandonment or breach of the Contract, shall be referred through prior notice in writing by either party to Arbitration.
- b) Any dispute in respect of which a notice to commence arbitration has been given, in accordance with Sub-Clause above, shall be finally settled by Arbitration.
- c) Any dispute shall be referred to the sole arbitration of Head of Corporate Communication of BHEL or his nominee, within 45 days of the receipt of the notice invoking arbitration.
- d) Subject as aforesaid, the Arbitration proceedings shall be conducted;
 - i. In accordance with the rules of procedure of the Indian Arbitration and Conciliation Act 1996.
 - ii. The place of Arbitration shall be the place from which the contract is issued or such other place as the Arbitrator at his discretion may determine.
 - iii. The language of the Arbitration Proceedings shall be English.
 - iv. The law governing the arbitration proceeding shall be the Indian law and
 - v. The cost of arbitration shall be borne equally by the parties.
- e) The award of the Arbitrator shall be final and binding upon the parties to the dispute and shall be enforceable in any court of competent jurisdiction as decree of the court.
- f) Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract not affected by the issues governing arbitration unless they otherwise agree.

25. **EFFECT AND JURISDICTION OF CONTRACT**

The law applicable to this contract shall be the laws in force in India. The courts in Delhi, India, shall have exclusive jurisdiction in all matters arising under and on account of this contract.

26. **DEFAULT/ BREACH OF CONTRACT, INSOLVENCY**

If the Agency / Contractor fails to provide the required services as per the Contract / fails to deliver the services thereof within the period(s) fixed for such delivery of the contracted quality and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to supply services covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Seller/Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Seller/Contractor (Agency) being a company is wound up

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voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the purchaser may be put to incur or sustain by reason of the Seller/Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Seller/Contractor (Agency) and if the purchaser so desires, he may procure upon such terms and in such manner as he deems appropriate, stores not so delivered or others of a similar description where stores exactly complying with particulars are not, in the opinion of the purchaser, which shall be final, readily procurable, at the risk and cost of the Seller/Contractor (Agency) and the Seller/Contractor (Agency) shall be liable to the purchaser for any excess costs provided that the Seller/Contractor (Agency) shall continue the Performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Seller/Contractor (Agency) shall on no account be entitled to any gain on such repurchases.

27. Integrity commitment, performance of the contract and punitive action thereof:

Commitment by BHEL:

BHEL commits to take all measures necessary to prevent corruption in connection with the tender process and execution of the contract. BHEL will during the tender process treat all Bidder(s) in a transparent and fair manner, and with equity.

Commitment by Bidder/ Supplier/ Contractor:

- The bidder/ supplier/ contractor commit to take all measures to prevent corruption and will not directly or indirectly influence any decision or benefit which he is not legally entitled to nor will act or omit in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India.
- The bidder/ supplier/ contractor will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract and shall adhere to relevant guidelines issued from time to time by Govt. of India/ BHEL.
- The bidder/ supplier/ contractor will perform/ execute the contract as per the contract terms & conditions and will not default without any reasonable cause, which causes loss of business/ money/ reputation, to BHEL.
- If any bidder/ supplier/ contractor during pre-tendering/ tendering/ post tendering/ award/ execution/ post-execution stage indulges in mal-practices, cheating, bribery, fraud or and other misconduct or formation of cartel so as to influence the bidding process or influence the price or acts or omits in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India, then, action may be taken against such bidder/supplier/ contractor as per extant guidelines of the company available on www.bhel.com and/or under applicable legal provisions".

28. FORCE MAJEURE

- a) "Force Majeure" shall mean any event beyond the reasonable control of the Purchaser or of the Seller/Contractor including but not limited to fire, flood, earthquake or other acts of God, war, riots, civil war and restraints of Governing States, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected. The following events are explicitly excluded from Force Majeure and are solely the responsibilities of the non-performing party: a) any strike, work-to-rule action, go-slow



- or similar labour difficulty (b) late delivery of equipment or material (unless caused by Force Majeure event) and (c) economic hardship.
- b) If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within 02 (two) days after the occurrence of such event.
- c) The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed. The Time for Completion shall be extended by a period of time equal to period of delay caused due to such Force Majeure event.
- d) Delay or non-performance by either party hereto caused by the occurrence of any event of Force Majeure shall not (a) Constitute a default or breach of the Contract. (b) Give rise to any claim for damages or additional cost or expense occasioned thereby, if and to the extent that such delay or non-performance is caused by the occurrence of an event of Force Majeure.
- e) A bidder shall not be liable for any failure of or delay in the performance of this contract for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, war, strikes or labor disputes, embargoes, government orders or any other force majeure event.

29. RISK PURCHASE

- a) In the event the bidder has failed to deliver any part of the service within the time stipulated, BHEL may arrange it from elsewhere at the risk and the cost of the bidder. BHEL at its option will be entitled to terminate the contract and bidder shall be liable for any loss which BHEL may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in tender document.
- b) If the bidder fails to deliver services or any installment thereof within the period fixed for such delivery and failing to adhere to the contract specifications or at any time repudiates or refuses or is unable to supply services or materials covered by the Order either in whole or in part or commits any breach of order not herein specifically provided for or in the event, BHEL shall be entitled to cancel the order either in whole or portion thereof without compensation to bidder and if BHEL so desires, may procure upon such terms and in such manner as deemed appropriate, at the risk and cost of the bidder and the bidder shall be liable to BHEL for any excess costs provided that the bidder shall continue the performance of the order to the extent not cancelled under the provisions of this clause. Bidder shall on no account be entitled to any gain on such repurchases.

30. FRAUD PREVENTION POLICY : The Bidder along with its associate/collaborators/sub-contractors/sub-vendor/agency/ consultants shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

31. BHEL will have no liability whatsoever concerning the persons deployed by the agency for the subject work. The agency shall keep the company (BHEL) indemnified against all losses or damages or liability arising out of or imposed in the course of employment of persons by the agency.

32. The vendor/agency shall abide by all the rules / regulations / status imposed by the local Govt. or other concerned authorities. The responsibility for required insurances and other

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formalities and adhering to local laws and rules/regulations/requirements of the organisers of the event would be the responsibility of the agency.

33. BHEL shall not be liable for any expenses incurred by the bidder in the preparation of the tender irrespective of whether the tender is accepted or not.

34. **INCOMPLETE TENDERS**

Incomplete tenders, which do not contain all the information called for are liable to be rejected. The decision of BHEL in respect of evaluation of bids and/or award of contract shall be final.

35. **CANCEL/SCRAP OF TENDER**

BHEL also reserves the right to cancel/ scrap the tender at any stage without assigning any reason whatsoever.

36. **CONFIDENTIALITY**

All information in the Tender Document is meant only for your consumption and not for sharing, unless and otherwise, authorized by BHEL in writing. Please ensure compliance.

37. **AUTHORISED OFFICER**

Head of Corporate Communication/ BHEL, or any other officer nominated by BHEL, shall be the authorized officer with regard to the Contract. The decision of the authorized officer shall be final and binding on the bidder. The authorized officer shall hold all the meetings in Delhi only.

38. **CONTACT PERSONS**

For any clarification, bidders may contact the following officials of BHEL:

Mr. Ujjwal Tomar – Dy. Manager (Corp. Comm.)

Tel: 011-66337399 Email: ujjwal@bhel.in

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PRICE BID

S.N.	Description of Item	Qty	Unit (UoM)	Estimate Unit Rate (in Rs.)	Estimate Amount (In Rs.)
1	Flooring (Stall Size: 91 sq.m.)				
1.1	Raised wooden platform (13 m (L) x 7 m (W) x 100 mm (H)) with Laminate flooring and Inlit skirting on platform with aluminium L-Channel, groove lighting on floor for octagonal shapes, provision of ramp as per the design & requirement	91	sqm	14,850.00	13,51,350.00
2	Structural Items				
2.1	Wooden Curved / Semi-circle Fascias of size 25 ft (running length) x 3ft (height) made from MDF board - to be hanged from the truss / hall ceiling as per design	2	Lump sum	1,65,000.00	3,30,000.00
2.2	Wooden Structure of size (10ft (L) x 7ft (W) x 10ft (H)) for LED Walls & Storage space with racks and door as per design	1	Lump sum	2,47,500.00	2,47,500.00
2.3	Covered Meeting Room of size (14ft x 14ft x 12 ft) & triangular shape, carpet flooring - for 5-6 pax. with pantry table & glass door as per design	1	Lump sum	4,95,000.00	4,95,000.00
2.4	Reception counter of size (5 ft x 2ft x 3ft) with inside storage space, colour & finish as per design	1	Nos.	41,250.00	41,250.00
2.5	Wooden PU finished podiums of size 90 cm(L) x 60 cm (B) x 90 cm(H) with groove lightings for displaying 3D models/ exhibits as per design	2	Nos.	37,125.00	74,250.00
2.6	Wooden PU finished podiums of size 60 cm(L) x 60 cm (B) x 90 cm(H) with groove lightings for displaying 3D models/ exhibits as per design	2	Nos.	28,875.00	57,750.00
2.7	Wooden four-side box panel of size 4.5 ft (L) x 4.5 ft (W) x 12 ft (H) for digital kiosks.	1	Lump sum	66,000.00	66,000.00
2.8	Specifications Stands (A-4 size) for 3D Models/Exhibits	5	Nos.	12,375.00	61,875.00
3	Furniture & other Items				
3.1	Three-seater sofa (White colour)	1	Nos.	6,187.50	6,187.50

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Ujjwal Tomar
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Bharat Heavy Electricals Limited
Corporate Communication, New Delhi

3.2	Single-seater sofa (White colour)	2	Nos.	4,125.00	8,250.00
3.3	Center table	1	Nos.	3,300.00	3,300.00
3.4	Bar Stool for Reception (White colour)	2	Nos.	2,475.00	4,950.00
3.5	Round Table	2	Nos.	4,125.00	8,250.00
3.6	Chairs (White colour)	10	Nos.	2,062.50	20,625.00
3.7	Compact Refrigerator	1	Nos.	12,375.00	12,375.00
3.8	Compact tea-coffee vending machine with consumables for 300 nos. cups (including provision for black, green tea, creamer & sugar cubes, or pouch, disposable cups, spoons, tissue napkins, napkin holders & service trays)	1	Lump sum	20,625.00	20,625.00
3.9	Bone China crockery set for serving tea & snacks (cups, plates, spoons, glasses & bowls)	1	Set	12,375.00	12,375.00
3.10	Business Card Scanner & Reader	1	Nos.	8,250.00	8,250.00
4	Brandings, AV, Signages & Digital Displays				
4.1	LED Wall Hanging Top Fascia of octagonal shape (8 sides) of size (running length 48 ft (6ft x 8side) by height 3 ft) as per design - to be hanged from the hall ceiling/truss	1	Set	9,90,000.00	9,90,000.00
4.2	LED Wall Screens (10 ft by 7 ft) with sound system, laptop & complete console	2	Set	3,71,250.00	7,42,500.00
4.3	LED TV (42 inch) with USB & HDMI provision for meeting area	1	Nos.	20,625.00	20,625.00
4.4	Interactive Screen Panel / LFD TV (85 inch) with touch pad/sensors and other accessories	1	Nos.	2,88,750.00	2,88,750.00
4.5	Digital Kiosks / Touchscreen LED TVs of size 55 inch	4	Nos.	82,500.00	3,30,000.00
4.6	MI Bar Lighting Module (Programmable coloured lighting) with central wooden backlit element as per design	1	Set	2,06,250.00	2,06,250.00
4.7	Laptop with USB & network provision	2	Nos.	12,375.00	24,750.00
4.8	Backlit branding panels of size 10 ft (W) x 10ft (H) printed on high quality translite material with adequate LED lights - sizes as per design	2	Nos.	33,000.00	66,000.00
4.9	Backlit branding panels of size 9 ft (H) x 6.5 ft (W) printed on high quality translite material with adequate LED lights - sizes as per design	1	Nos.	24,750.00	24,750.00

Sign & Stamp of the Bidder

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Ujjwal Tomar
उज्जवल तोमर / Ujjwal Tomar
उप प्रबंधक / Dy. Manager
कॉर्पोरेट संचार / Corporate Communication
भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electricals Limited
बी.एच.ई.एल. हाउस, सीरी फोर्ट, नई दिल्ली-110049
BHEL House, Siri Fort, New Delhi-110049



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Limited
Corporate Communication, New Delhi

4.10	Backlit branding panels of size 5 ft (H) x 3 ft (W) printed on high quality translite material with adequate LED lights - sizes as per design	6	Nos.	20,625.00	1,23,750.00
4.11	3D acrylic cut letters of company name of approx. size 16 ft (W) x 1 ft (H) for fascia as per design	2	Nos.	66,000.00	1,32,000.00
4.12	3D acrylic cut letters of company name of approx. size 10 ft (W) x 7 inch (H) for wall as per design	1	Set	49,500.00	49,500.00
4.13	3D acrylic BHEL Logo of approx. size 1.5 ft (W) x 1.25 ft (H) for fascia as per design	3	Nos.	33,000.00	99,000.00
4.14	Tablet / iPad for Feedback / Queries	1	Nos.	12,375.00	12,375.00
4.15	Wooden cut-outs of approx. size 5ft x 6ft with prints for Selfie Point as per design	2	Nos.	24,750.00	49,500.00
4.16	Prints on Vinyl media (cut letters for company logo, slogan, name, etc.) as per design	200	sqft	288.75	57,750.00
5	Lighting & Electricals Items				
5.1	Concealed LED Spot lights, front lights, other general lighting, sockets / charging points, as per design & requirement including distribution board & cabling - complying to safety standards of organiser	1	Lump sum	7,01,250.00	7,01,250.00
6	Consumables, Pavilion Services & Miscellaneous Items				
6.1	Cookies / Biscuits (Digestive, Salted) (250 gram)	50	Nos.	82.50	4,125.00
6.2	Dry Fruits / Cashews (Salted / Roasted) (200 gram)	25	Nos.	206.25	5,156.25
6.3	Peanuts Salted / Roasted (200 gram)	50	Nos.	82.50	4,125.00
6.4	Canned Cold Drinks (250 ml)	150	Nos.	82.50	12,375.00
6.5	Fruit Juice (200 ml) in Tetrapack	100	Nos.	82.50	8,250.00
6.6	Planter Boxes with plants as per design	1	Lump sum	12,375.00	12,375.00
6.7	Flower basket (small) for centre table & reception table	15	Nos.	825.00	12,375.00
6.8	Flower bouquets (standard size)	15	Nos.	825.00	12,375.00
6.9	Glass Bowl for Visiting Cards	1	Nos.	825.00	825.00
6.10	Glass Bowl for Candies	1	Nos.	825.00	825.00
6.11	Visitors Book with Gel Pen	1	Nos.	825.00	825.00
6.12	Brochure / Literature stand with minimum 4 pockets each	2	Nos.	1,237.50	2,475.00
6.13	250 ml mineral water bottles	500	Nos.	8.25	4,125.00

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Ujjwal Tomar
उज्जवल तोमर / Ujjwal Tomar
उप प्रबंधक / Dy. Manager
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Bharat Heavy Electricals Limited
 Corporate Communication, New Delhi

6.14	Assorted Candies (Packet of 100 candies)	6	Nos.	206.25	1,237.50
6.15	Scissors, tray with red ribbon, cello tape, velvet cloth etc. for inauguration of stall	1	Set	1,650.00	1,650.00
6.16	Operator cum service boy in uniform on all 5 days	1	Nos.	41,250.00	41,250.00
6.17	Services of 1 Hostess cum Interpreter (English & German speaking in business /ethnic attire for exhibition days)	1	Nos.	53,625.00	53,625.00
6.18	Working Lunch packet for Official Staff	75	Nos.	825.00	61,875.00
6.19	Photo coverage on Inaugural Day	1	day	20,625.00	20,625.00
6.20	Video coverage on Inaugural Day	1	day	24,750.00	24,750.00
6.21	Wastebins	2	Nos.	825.00	1,650.00
7	Logistics Arrangements (3D Models, Products & items as per CIPL Sheet – Annexure III A & B including following				
7.1	Door-to-door handling including to & fro air freight	Lump sum			1237500.00
7.2	Insurance				
7.3	Airport Terminal charges in India				
7.4	Airport Terminal charges in Germany				
7.5	Bond fee in Germany for temporary import of goods				
7.6	Duty on Permanent import on give-away items				
7.7	Packing of 3D Models, Products & Exhibits				
8	Total estimate amount inclusive of all but excluding GST (in Rs.)				82,73,306.25
9	Percentage Above(+) / Below(-) / at par with amount in S. No. 8				%
10	Total quoted amount after applying % (excluding GST) in Rs.				
11	GST @___% (in Rs.)				
12	Total quoted amount inclusive of all including GST (in Rs.)				
	Total quoted amount inclusive of all including GST (in Rs.) in words:				

Sign & Stamp of the Bidder

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 Himanshu Kumar
 उप प्रबंधक / Dy. Manager
 कॉर्पोरेट संचार / Corporate Communication
 भारत हेवी इलेक्ट्रिकल्स लिमिटेड / Bharat Heavy Electricals Limited
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