



An ISO 9001
Company

Bharat Heavy Electricals Limited

(High Pressure Boiler Plant)
Tiruchirappalli – 620014, TAMIL NADU, INDIA
MATERIALS MANAGEMENT

TITLE Supply of SA182 F91 alloy steel bars.	Phone: +91 431 2574205 Fax : +91 431 2520250 Email : saruna@bheltry.co.in
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Reference Number: Enquiry-MM/OS/1301200039	Enquiry Date: 06.09.2012	Due date for submission of quotation: 22.10.2012
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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 "Alloy steel rounds/ bars to specification SA182 F91 and as per TDC: 404/rev09"

BHEL commercial terms & conditions with Price Bid formats and all annexure can be downloaded from BHEL web site <http://www.bhel.com> or from the Government tender website <http://eprocure.gov.in> (public sector units) Bharath Heavy Electricals Limited) under enquiry reference "MM/OS/1301200039"

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 / MM / OS / TRICHY

S. ARUNACHALAM
SR. MANAGER
OUTSOURCING
BHEL, TRICHY - 620 014

ENQUIRY TERMS & CONDITIONS FOR SUPPLY OF ROUNDS TO SPECIFICATION SA182 F91

SI No	BHEL Requirements	Supplier Comments (Acceptance or otherwise for each point to be given)																												
1.	<p>Material specification, size & quantity :</p> <p>a) Supply of Alloy steel rounds to material specification indicated below and as per BHEL TDC: 404/Rev09 with IBR FORM IV certification.</p> <table border="1" data-bbox="269 568 1143 792"> <thead> <tr> <th>SI No</th> <th>Specification</th> <th>Description of Item</th> <th>Weight (MT)</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>SA182 F91</td> <td>Round dia 40 mm x 6000 mm Long</td> <td>10</td> </tr> <tr> <td>20</td> <td>SA182 F91</td> <td>Round dia 50 mm x 6000 mm Long</td> <td>25</td> </tr> <tr> <td>30</td> <td>SA182 F91</td> <td>Round dia 70 mm x 6000 mm Long</td> <td>25</td> </tr> <tr> <td>40</td> <td>SA182 F91</td> <td>Round dia 80 mm x 6000 mm Long</td> <td>10</td> </tr> <tr> <td>50</td> <td>SA182 F91</td> <td>Round dia 90 mm x 6000 mm Long</td> <td>05</td> </tr> <tr> <td>60</td> <td>SA182 F91</td> <td>Round dia 140 mm x 6000 mm Long</td> <td>50</td> </tr> </tbody> </table> <p style="text-align: center;">Total weight = 125 MT</p> <p>b) Submit your offer in TWO PART bids system (TECHNO-COMMERCIAL BID + PRICE BID) clearly indicating the specification referred and any deviation against specification and TDC:404/Rev09 shall be indicated in the offer itself point by point.</p> <p>c) Only Manufacturers (import or indigenous) need to respond this enquiry. Exclusive Indian agent can represent only one foreign Principal. In case of deviation, offer shall be rejected.. Agency commission if any, should also be indicated clearly in your offer.</p> <p>d) Offers of Traders / Stockists will be rejected.</p> <p>e) Offer of Indegeneous manufacturer will be considered subject to approval of credentials with regard to Creep Tests for F91.</p>	SI No	Specification	Description of Item	Weight (MT)	10	SA182 F91	Round dia 40 mm x 6000 mm Long	10	20	SA182 F91	Round dia 50 mm x 6000 mm Long	25	30	SA182 F91	Round dia 70 mm x 6000 mm Long	25	40	SA182 F91	Round dia 80 mm x 6000 mm Long	10	50	SA182 F91	Round dia 90 mm x 6000 mm Long	05	60	SA182 F91	Round dia 140 mm x 6000 mm Long	50	
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2.	No negative tolerance is acceptable on both Length & Diameter. Tolerance of plus 100 mm is acceptable on length.																													
3.	Marking method to be indicated for Maker's symbol, heat number and specification / grade.																													
4.	<p>The offer will be evaluated on individual item basis only.</p> <p>a) For indigenous supplies Submit your firm rate per MT basis with inclusive of all charges like inspection, UT charges etc. PVC is not acceptable. Freight rate is to be quoted. Any other extra charges like ED, CST/VAT etc are to be indicated. The offer will be evaluated on total landed cost to BHEL-Trichy. I. Total landed cost = Basic + Freight (For supplies within Tamil Nadu) II. Total landed cost = Basic + Freight + CST (For Supplies from states other than Tamil Nadu)</p> <p>b) For import supplies: Submit your competitive offer rate per MT with best possible delivery on both FOB and CFR Chennai basis only. In case the offer is submitted without FOB or CFR, offer is liable for rejection. The offer will be evaluated on total landed cost to BHEL-Trichy taking into CFR Chennai cost, Custom Duty, Import Incidental Charges, LC opening charges etc. I. Total landed cost = CFR Chennai + Customs duty as applicable + LC Charges (In case LC payment) + Import Incidentals (At 1.6% on FOB)</p> <p>BHEL reserves the right to order on FOB or CFR whichever is found economical considering current BHEL approved Ocean freight rates.</p>																													

5.	Offer is to be submitted for the full quantity indicated against each item as per the tender. Otherwise offer is liable for rejection. Minimum Order Quantity (MOQ) can be indicated in offer. However, ordering is not assured.							
6.	Part item ordering to be accepted otherwise offer is liable for rejection.							
	Inspections & Testing:							
7.	<p>a) Mill test Certificates to be issued for the supply. Test certificates must incorporate details regarding material specification, Melt no, Manufacturing process and heat treatment done on material, BHEL purchase order no, supplier name and logo, TC no, size and results obtained in chemical and mechanical testing. The test certificates must bear signature of competent personnel of suppliers. Test certificates are to be sent along with materials.</p> <p>b) Form-IV certification is to be submitted. (IBR approved form-IV for indigeneous suppliers and Form-IV by Third party inspection agency approved by IBR for import sources).</p> <p>c) All inspection charges to your account only.</p> <p>d) For new suppliers, pre-despatch inspection at supplier's works will be done by BHEL/BHEL authorized inspection agency.</p>							
8	<p>Invoicing: Invoicing will be done on theoretical weight basis; calculated as per the size indicated against respective item numbers with density factor of 7.85 gm/cc. Based on this, weight of rounds for six meters length for various sizes are given as below:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">• 40 mm diameter – 59.16 kg</td> <td style="width: 50%;">• 80 mm diameter – 236.76 kg</td> </tr> <tr> <td>• 50 mm diameter – 92.46 kg</td> <td>• 90 mm diameter – 299.46 kg</td> </tr> <tr> <td>• 70 mm diameter – 181.17 kg</td> <td>• 140 mm diameter – 724.68 kg</td> </tr> </table>	• 40 mm diameter – 59.16 kg	• 80 mm diameter – 236.76 kg	• 50 mm diameter – 92.46 kg	• 90 mm diameter – 299.46 kg	• 70 mm diameter – 181.17 kg	• 140 mm diameter – 724.68 kg	
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• 50 mm diameter – 92.46 kg	• 90 mm diameter – 299.46 kg							
• 70 mm diameter – 181.17 kg	• 140 mm diameter – 724.68 kg							
8.	<p>Payment terms:</p> <p>a) Indigeneous : Our payment term is 60 days direct EFT/RTGS only after receipt and acceptance of material at our stores only. Neither LC payment nor any other payment mode like advance, Payment through cheque, 90% through Bank and balance 10% after acceptance of material is acceptable and offer shall be rejected.</p> <p>b) Imports: Payment term is on CAD basis after receipt and acceptance of material at our stores.</p>							
9.	<p>Delivery:</p> <p>a) Our delivery requirement is dt: 01.11.2012. Delivery period for the above items from the date of Purchase order is required.</p> <p>b) Liquidated Damages: In case of delayed delivery, LD clause will be operated as per the existing procedure (0.5% per week of delay of value of undelivered goods up to a maximum of 10%). Confirm.</p> <p>c) Confirm acceptance for Performance Bank Guarantee and Risk Purchase clause.</p>							
10.	<p>For New Supplier (Not already registered with BHEL-Trichy) : Suppliers who are not already registered with BHEL-Trichy shall submit the Supplier Registration Form duly filled (see enclosure III, IV, V) along with the Techno-commercial Bid. Following details are to be ensured.</p> <p>a) Agency agreement as per attached format.</p> <p>b) D&B report in case of foreign sources.</p> <p>c) Details such as mill capacity and capability, credentials</p> <p>d) Previous purchase orders executed for blue chip companies in abroad and India</p> <p>e) ISO certification</p>							

	<ul style="list-style-type: none"> f) Details of facility installed g) Quality manual h) Port of loading, country of origin in case of foreign sources. i) Acceptance to INCO-Terms 2010. 	
11.	Offer is to be submitted in TWO part bids system. Technical bid with commercial terms and conditions and Priced bid each in separate sealed covers. Enquiry reference and due date to be indicated on the envelope for both Technical & Priced bid.	
12.	Only after technical evaluation and if offer is found technically suitable, priced bid will be opened for further process.	
13.	Offer validity of 75 days is required after priced bid opening in case you are technically qualified.	
14.	<p>Competitive offer (Technical & Priced bid) to the following address is to be submitted within due date of this tender.</p> <p>TO: Sr MANAGER / PURCHASE / MM / OUTSOURCING FIRST FLOOR, 79 BLDG, BHEL- TRICHY, INDIA PIN: 620014 Tel: 0431-2574205 E-mail: saruna@bheltry.co.in</p>	
15.	<p>Enclosed:</p> <ul style="list-style-type: none"> I. TDC: 404/Rev: 09. II. Terms and conditions III. Agency Agreement Format (Import & Indigenous) IV. Supplier Registration Form - Indigenous V. Supplier Registration Form - Import 	

Skandshiv Bhardwaj
SKANDSHIV BHARDWAJ
ENGINEER
OUTSOURCING
TRICHY - 620 014

ANNEXURE B



BHARAT HEAVY ELETRICALS LIMITED
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPPALLI -620014
Tel: 0431-2574205,
Fax: 0431-2520250,
E mail: saruna@bheltry.co.in

SUPPLIERS WANTED

BHEL requires sources for supply of Alloy Steel Rounds to specification SA182 F91 and as per TDC. Full details are available in BHEL website <http://www.bhel.com> (Tender notification Page) and in CPP Portal <https://eprocure.gov.in>. Interested parties to submit their offer.

<p>Reference Number: MM/OS /1301200039</p>	<p>Sr. MANAGER/MM/OUTSOURCING FIRST FLOOR, 79 BLDG, BHEL, TRICHY, INDIA PIN: 620014 Tel: 0431-2574205, Fax: 0431-2520250, E mail: saruna@bheltry.co.in</p>
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S. ARUNACHALAM
SR. MANAGER
OUTSOURCING
BHEL, TRICHY - 620 014

Product: Carbon, Alloy & Stainless Steel Forgings (Boilers And Valves)

Document No.: TDC:0:404

Rev. No.: 09

Effective date: 23/02/2010

Page 1 of 2

Revision Record: Rev:07:AISI 410 forgings added consequent to material rationalization by Engg.Valves.Rev:08:Cl.2.0 modified for clarity. Cl.5.0 modified to include impact test for CS QCNRV & CRHNRV Valves.Cl.6.0 modified for clarity in UT.Rev:09;New materials F23,F92 added in Cl:1.0,Cl:2.0,Cl:4.0 to Cl:6.0.CE marking certification clarity included in Cl:10.0 .

1.0 MATERIAL:

Specification: ASME{Latest on date of Purchase Order (PO)}:

(ASTM also applicable for non pressure parts / Valves)

CARBON STEEL:(CS) : SA 105, SA 350 LF 2

ALLOY STEEL: (AS) : SA 182 F6a Class 3, F12 Class 2, F22 Class 3,

SA 182 F23 (Code Case:2179),SA 182 F91 & F92 (Code Case:2199)

STAINLESS STEEL: (SS) : SA 182 Gr. F 304, 304L, 316, 316L, 316H, 321, 321H, 347 & 347H

AISI 410 for TOA Gland and bushings.

Additional Requirement: As listed below (supplementary to Specification)

Size and Qty.: As per Purchase order & Drawing.

2.0 CHEMICAL COMPOSITION & PROCESS:

- Melting: fully killed. Product analysis per heat:

CS: C<=0.25%. AS: SA182 P23: Si:0.25-0.50% & Cu:0.25 max .

SA182 P92: Si:0.10-0.50%; Ni:0.30max & Cu:0.25max

- Steel for forging for IBR items to be inspected at Mill & test certificate countersigned by IBR approved Authority, if the mill is not approved under IBR as well known steel maker.
- Steel for IBR items of SA 182 F12, F22 from indigenous mills to be from following manufacturers approved under IBR for creep resistant steels: (I) Alloy Steel Plant, Durgapur,(ii) Tata Iron & Steel Company, Jamshedpur & (iii) Mahindra UGINE Steel Company, Bombay.(iv) M/S Mukund Limited Karnataka, (v) M/S Kalyani Steels Karnataka.(vi) Remi Metals Gujarat Limited. Gujarat (vii) ISMT Pune.Steel for IBR items of SS and AS other than above shall be imported.
- Forging: to ensure uniformity of structure & strength with reduction ratio in area:1:4min.from ingot to final forging, close to final size & shape. Flow lines to be parallel to axis of openings.
- Blooms / Billets used for forgings (Dia>= 50mm) shall be UT tested. For Acceptance Norm refer Cl.6.0. For finished bars this can be done at final stage.

3.0 DIMENSIONS AND TOLERANCES:

Tolerances as per Drawing. Untoleranced dimensions for valve components: VL:STDC:023(latest).

4.0 HEAT TREATMENT(HT):

CS: SA 105: Normalised, SA 350 LF 2: Normalised at 880-900 °C & Tempered at 620-640 °C

AS: Normalised and Tempered. For SA182 F91, F92, F23 :Normalizing Temperature: 1050-1080°C

Tempering Temperature: 750°C-780°C. Soaking:1 Hour minimum. Still Air Cooling

AISI 410:Supply in Quenched &Tempered condition as below. Quenching at 955-1010°C in air or water or oil or Polymer.Soaking 30 mts/inch maximum thickness. Tempering at 663°C.min.Soaking :60 mts/inch maximum thickness and Air cool.

5.0 MECHANICAL TESTS:

- Extent of test: for each size/heat/HT batch from sample product or identical test coupon.
- Additional requirements for SA182 F91,F92 and F23:
F91: Yield Strength:(0.2% offset):450MPa min. Tensile Strength: Min:630 MPa,Max:850MPa
Hardness(HB):Min:191.Max:250
F92- Tensile Strength:Min:655 MPa, Max:850 MPa. Hardness(HB):Min:196.Max:250
F23- Tensile Strength: Min:510 MPa, Max:730 MPa. Hardness(HB):Min:150.Max:220
- AISI 410:Hardness 197-235 BHN. No other mechanical test required.
- Additional requirements of tests: (Other than AISI 410 Only.)
- Bend test: Carbon Steel:1 Sample 19mm.Thick(t) x 25.4mm width to be bent 180 deg. around mandrel of radius 6.35 mm. Alloy Steel: Sample 25.4mm width to be bent 180 deg. Around mandrel of radius =1.5 x t.
- Impact test for QCNR Valves & CRHNR Valves: CS and AS: 1 / HT batch.as per ASTM A 370, 2mm. Charpy-U notch,at Room temperature.Acceptance: Avg of 3specimens:36J,Single Min: 24J.
- CE-marking items: Charpy- V impact test at 20 deg.C as per ASTM A 370 for, Acceptance : Avg : 40joules, Min. single value: 27 joules.

6.0 NON DESTRUCTIVE TEST:

- Extent of test: for each product. Stage of test : After heat treatment.
- UT: As per SA 388 Bars of dia. = / > 50mm, Body & yoke of special class valves, all forgings & bars of SA 182 F91, F92, F23. Acceptance: ASME Sec.VIII Div. 2. Cl:3.3.4
- MPI : CS, AS: 100%, As per ASTM E 709, Linear indications like cracks, folds & other injurious defects are unacceptable.
- LPI: for SS: 100%: ASTM E165, No linear indications acceptable.

Product: **Carbon, Alloy & Stainless Steel Forgings (Boilers And Valves)**Document No.: **TDC:0:404**Rev. No.: **09**Effective date: **23/02/2010**Page **2 of 2****7.0 WORKMANSHIP AND FINISH:**

Items to be proof machined as per drawing or shot blasted for CS/AS, Pickled & passivated as per ASTM A 380 for SS, & be free from scales & defects like laps, seams, folds, cracks, etc. Machined items (except SS) to be coated with a layer of transparent rust preventive before despatch.

8.0 REPAIR:

Repairs by fusion welding are prohibited. Surface defects can be removed by mechanical means and defective areas smoothly dressed up with the adjacent surface. Minimum thickness after repair to meet drawing / Specification.

9.0 MARKING AND PACKING:

Details of stamping on each item with low stress stamps: Heat number, Specification & grade, Maker's emblem/code & Inspection Authority's seal. Forgings to be properly packed and despatched to avoid damage during transit.

10.0 INSPECTION AND CERTIFICATION:

(A) The inspection and tests to be witnessed by an IBR approved inspecting agency, in case the Forge shop is not recognised as a "Well known Forger" under IBR. Test certificate countersigned by applicable inspection agency for each product with following details shall accompany the product (in format approved by Boiler inspectorate for IBR items).

1. Purchase Order No.(BHEL), TDC No. & Test certificate number
2. Specification, Grade with applicable year of code, Heat Number, Drawing No., Quantity & Size
3. Melting & forging process, Chemistry including incidental elements - Heat wise.
4. Heat treatment details of the material and test bars.
5. Mechanical test results, NDE test results with reference & acceptance standard.
6. Repair details if any, Certified copy of TC for starting material.

(B) For CE-marking items the TCs with details specified above shall be submitted as per EN-10204 (latest)

1. For pressure parts test certificates of type 3.1 or 3.2 is acceptable.
Type 3.1: Suppliers shall have ISO 9001 certification certified by Notified Body recognized by European community and test certificate certified by suppliers authorized inspection representative.
Type 3.2 – Components inspected and test certificates certified by Notified Body recognized by European community.
2. For non pressure parts test certificates of type 2.2 is acceptable.
Type 2.2 – suppliers test certificates signed by suppliers authorized inspection representative with test results as required by TDC.

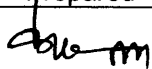
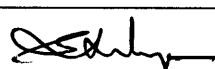
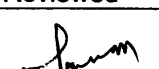
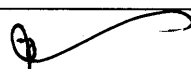
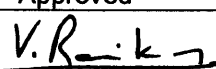
11.0 AUDIT CHECKS AT BHEL

BHEL reserves the right to carry out audit checks for chemistry, HT condition, mechanical test and NDT on representative test bars or job. Supplies found defective during check or subsequent processing at BHEL are liable for rejection.

12.0 END USE

Valve bodies, bonnets, discs, socket ends, body guides etc., Pressure part fittings in boilers & low temperature service like discs, socket weld tees, ells, weld neck flanges & stubs (except drum nozzles) meeting IBR, ASME Section I, ASME B16.34 and API.

Non pressure part items in boilers: For these, requirements on starting material, bend test, and inspection by IBR are not required.

Prepared	Reviewed			Approved
 V.Kalyanaraman	 S.Selvarajan	 T.Jayaraman	 P.Loganathan	 V.Ravi kumar

BHEL recently received guidelines from Govt. Of India and Central Vigilance Commission and we have been asked to comply with the guidelines with regard to dealings with Indian Agent/Foreign Agent of Foreign Suppliers.

1. Mandatory submission of an Agency Agreement

- 1.1 It shall be incumbent on the Indian agent and the foreign principal to adhere to the relevant guidelines of Government of India, issued from time to time.
- 1.2 The Agency Agreement should specify the precise relationship between the foreign OEM/foreign principal and their Indian agent and their mutual interest in the business. All services to be rendered by agent/associate, whether of general nature or in relation to the particular contract, must be clearly stated by the foreign supplier/Indian agent. Any payment, which the agent or associate receives in India or abroad from the OEM, whether as commission or as a general retainer fee should be brought on record in the Agreement and be made explicit in order to ensure compliance to laws of the country.
- 1.3 In the absence of any agency agreement, BHEL shall not deal with any Indian agent (authorized representatives / associate / consultant, or by whatever name called) and shall deal directly with the foreign principal only for all correspondence and business purposes.
- 1.4 Agents will file an authenticated Photostat copy duly attested by a Notary Public / Original certificate of the Principal confirming the agency agreement and giving the status being enjoyed by the agent and the commission / remuneration / salary / retainer ship being paid by the principal to the agent.
- 1.5 Wherever the Indian representatives have communicated on behalf of their principals and the foreign parties have stated that they are not paying any commission to the Indian agents, and the Indian representative is working on the basis of salary or as retainer, a written declaration to this effect should be submitted by the Foreign Principal.

2. Disclosure of particulars of agents / representatives in India

2.1 Tenderers of Foreign nationality shall furnish the following details:

2.1.1 The Bidder(s) / Contractor(s) of foreign origin shall disclose the name and address of the agents / representatives in India if any and the extent of authorization and authority given to commit the Principals. In case the agent / representative be a foreign Company, it shall be confirmed whether it is existing Company and details of the same shall be furnished.

2.1.2 The amount of commission / remuneration included in the quoted price(s) for such agents / representatives in India.

2.1.3 Confirmation of the Tenderer that the commission / remuneration, if any, payable to his agents / representatives in India, paid in Indian Rupees only.

2.2 Tenderers of Indian Nationality shall furnish the following details:


2.2.1 The Bidder(s) / Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any, indicating their nationality as well as their status, i.e. whether manufacturer or agents of manufacturer holding the Letter of Authority of the Principal specifically authorizing the agent to make an offer in India in response to tender either directly or through the agents / representatives.

2.2.2 The amount of commission / remuneration included in the price(s) quoted by the Tenderer for himself.

2.2.3 Confirmation of the foreign principals of the Tenderer that the commission / remuneration, if any, reserved for the Tenderer in the quoted price(s), paid in India in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Stores and Spares in case of operation items.

2.3 Failure to furnish correct and detailed information as called for in paragraph 2.1 & 2.2 above will render the concerned tender liable to rejection or in the event of a contract materializing, the same liable to termination by BHEL Besides this there would be a penalty of banning business dealings with BHEL or damage or payment of a named sum.

Please furnish the above information immediately

	Annexure-II GUIDELINES TO INDIAN SUPPLIERS FOR FILLING-UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01amdt.01
		Page No.	I of II

- Registration Form may be obtained from BHEL website www.bhel.com.
- Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.


- The Supplier Registration Form has four parts:

Part A	Organisational Information	Form no. SRF(I)01 – page 1 to 10
Part B	Quality System	Form no. SRF(I)01 - page 11 to 12
Part C	Technical Competence	Form no. SRF(I)01 page 13 (if sent by BHEL)
Part D	Score Sheet (to be filled by BHEL)	Form no. SRF(I)01 page 14 to 17

The set of formats to be filled by different category of suppliers is as follows:

Sl.No	Supplier Category	Formats
1.	Indian Suppliers (manufacturers)	- Organisational Information - Quality System - Technical Competence
2.	Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal	- Organisational Information SRF(I)01- Part A (page 1 to 10 except Sl. No. 5.1, 5.2, 6.6, 6.7, 7 & 8)

- All columns are to be filled up properly in the space provided for. Wherever it is not applicable, please mention "Not Applicable". The form is to be signed by the authorised signatory.
- A separate sheet may be attached if the space provided is insufficient or additional information is to be given. Please put proper identification tag on the separately attached sheet.
- Any information / clarification required by BHEL during evaluation must be given expeditiously.
- Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and list of enclosures is given as required.
- Incomplete forms will be rejected.
- Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
- Please fill up the check- list given below and send along with the Supplier Registration Forms to BHEL.

	Annexure-II Check List for Indian Supplier Registration Form	Document No.	AA:MM:SR:01
		Revision No.	01amdt.01
		Page No.	II of II

Sl.No.	Check-Point	Yes/No
1.	Information against all points under “Organizational Information” (Part-A) has been given.	
2.	All enclosures and supporting documents have been enclosed.	
3.	Summary list of enclosures has been furnished as per S.N.10 of Organisational Information form no. SRF (I) 01 & S.N 12 of Quality system form no. SRF (I) 01.	
4.	Are you an ISO 9001 accredited supplier?	
5.	If yes, have you enclosed "Table of Contents" of your Quality Manual and copy of ISO 9001 accreditation certificate?	
6.	Have you filled up Quality System format given in Part B?	
7.	Technical requirements, specifications, drawings, standards have been received from BHEL before filling up Technical Competence, Part C.	
8.	All the parts of the form & enclosures have been signed by Authorised Signatory.	
9.	Have you attached EFT details. (Certified by the bank)	

Date :

Signature & seal

(Authorised Signatory)

Note: This check list is to be attached with the filled up Supplier Registration Form.

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II
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PART- A : ORGANISATIONAL SOUNDNESS

ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR, WHEREVER IT IS NOT APPLICABLE, PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED. **PLEASE ATTACH SEPARATE SHEET, IF SPACE AVAILABLE IS INADEQUATE. INFORMATION WITH * MARKS IS SCOREABLE.**

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

ORGANISATIONAL INFORMATION			
NAME AND CORRESPONDENCE ADDRESS OF THE SUPPLIER SEEKING REGISTRATION :-			
1.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR :			
SL. NO.	DESCRIPTION	SIZE & RANGE	MFG. STD/ IS / DIN /BS ETC.
SUPPLIER'S AUTHORISED SIGNATORY		BHEL CERTIFIED ASSESSOR	

**BHARAT HEAVY ELECTRICALS LIMITED
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ORGANISATIONAL INFORMATION

2.0 GENERAL INFORMATION :

2.1 NAME OF THE WORKS/DIVISION :

ADDRESS :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

2.2 NAME OF CHIEF EXECUTIVE /
PROPRIETOR / PARTNER & ADDRESS :

2.3 DETAILS OF AUTHORISED SIGNATORY FOR SEEKING CLARIFICATION :

NAME :

DESIGNATION :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

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ORGANISATIONAL INFORMATION

3.0 OWNERSHIP INFORMATION : DOCUMENTS TO BE FURNISHED

3.1 GOVT. OF INDIA UNDERTAKING:

OR

STATE GOVT. UNDERTAKING :

OR

LIMITED COMPANY, :

MEMORANDUM AND
ARTICLES OF ASSOCIATION

OR

PRIVATE COMPANY :

MEMORANDUM AND
ARTICLES OF ASSOCIATION

OR

CO-OPERATIVE SOCIETY, :

SOCIETY RULES AND
BYE LAWS

OR

PARTNERSHIP FIRM, :

PARTNERSHIP DEED

OR

PROPRIETORSHIP, :

PROFESSION TAX REGN.
AND MUNICIPAL REGN.

ANY OTHER (SPECIFY) :

3.2 NATURE OF BUSINESS :

(MANUFACTURING UNIT/
ENGG CONSULTANT/ EPC CONTRACTOR)

(AGENTS/ DISTRIBUTORS/STOCKISTS/DEALERS/
TRADERS/ INDIAN SUBSIDIARY/ CHANNEL PARTNER – attach authorization
certificate of principal)

3.3 YEAR OF ESTABLISHMENT :

* 3.4 YEAR OF COMMENCEMENT OF BUSINESS :

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ORGANISATIONAL INFORMATION

4.0 REGISTRATION PARTICULARS

(FURNISH DETAILS AND ENCLOSE COPY OF CERTIFICATE FOR THE FOLLOWING)

4.1 PERMANENT ACCOUNT NO :
4.2 CENTRAL SALES TAX REGN NUMBER :
4.3 STATE SALES TAX / TIN NUMBER :
4.4 EXCISE DUTY REGN NUMBER :
4.5 EXCISE CONTROL CODE NUMBER :
4.6 SERVICE TAX REGN NUMBER :
4.7 CATEGORY AS PER MSMED ACT : MICRO/ SMALL/ MEDIUM
REGN NO. :
VALID UPTO :
(Attach Certificate)

5.0 TOTAL ORGANISATIONAL STRENGTH : (ATTACH ORGANISATION CHART)

	GRADUATE	DIPLOMA	SKILLED	NON-SKILLED
ENGINEERING :				
MANUFACTURING :				
QUALITY :				
COMMERCIAL / SERVICE AFTER SALES :				
OTHERS :				
TOTAL :				
* 5.1 POWER BACKUP : (GIVE DETAILS)	YES/ NO			

* 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : YES/ NO

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ORGANISATIONAL INFORMATION

6.0 OTHER PARTICULARS :

(FURNISH DETAILS AND ENCLOSE DOCUMENTARY EVIDENCE/ COPY OF CERTIFICATE FOR THE FOLLOWING)

* 6.1 IF THE COMPANY IS ALREADY REGISTERED WITH ANY OF BHEL UNITS, GIVE :

6.1.1. BHEL UNIT'S NAME :

6.1.2. SUPPLIER REGN. CODE NO. :

6.1.3. ITEMS FOR WHICH REGISTERED & THEIR SPECIFICATION
(ENCLOSE PROOF OF SUCCESSFUL EXECUTION OF
ONE OR MORE PURCHASE ORDERS) :

* 6.2 IS THE COMPANY APPROVED BY
ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /
IBR / LLOYDS ETC FOR INTENDED
MATERIAL CATEGORY? : YES / NO
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.3 IS THE COMPANY ISO 9001 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE & TOC OF QUALITY SYSTEM) :

* 6.4 IS THE COMPANY AN ISO 14000 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE) :

* 6.5 IS THE COMPANY OHSAS - 18000 APPROVED?: YES / NO
(ENCLOSE CERTIFICATE)

* 6.6 TECHNICAL COLLABORATOR :
(FOREIGN OR INDIGENOUS)
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.7 R&D SET UP

6.8 DIRECTORS / PARTNERS, IF RELATED TO ANY
BHEL EMPLOYEE.
NAME :
STAFE NO. :
DESIGNATION :
Unit & DEPARTMENT :
RELATIONSHIP :

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ORGANISATIONAL INFORMATION

6.9 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.

NAME :
STAFF NO. :
DESIGNATION :
UNIT & DEPARTMENT :
DATE OF LEAVING SERVICE :

6.10 COMPANY'S WEEKLY HOLIDAYS :

WORKS OFFICE

6.11 EXPERIENCE LIST:

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS . ALSO ATTACH PERFORMANCE CERTIFICATES ISSUED BY ANY TWO CLIENTS FOR SUCCESSFUL EXECUTION OF THE CONTRACTS FOR LAST TWO YEARS- FOR PEM)

*6.12 DETAILS OF PENDING LEGAL ISSUES ON CONTRACTUAL ASPECTS WITH CUSTOMER , IF ANY

6.13 The following information of Bank Account of the Company, duly endorsed by the Bank (required for Electronic Fund Transfer –EFT/RTGS) is to be submitted

1. Name of the Company
2. Name of Bank
3. Name of Bank Branch
4. City/Place
5. Account Number
6. Account type
7. IFSC code of the Bank Branch
8. MICR Code of the Bank Branch
9. Details of other Bankers (for reference purpose only)

NOTE :

(i) Suppliers who have already submitted the above information are requested to submit a copy of the same.

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ORGANISATIONAL INFORMATION

7.0 MANUFACTURING FACILITIES:

***7.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS (INCLUDING MATERIAL HANDLING FACILITY)**

SL. NO	DESCRIPTION OF MACHINE/EQUIPMENT	QUANTITY	MAKE & YEAR OF INSTALLATION	REMARKS

IN CASE OF SPACE LIMITATION, PLEASE ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	PROCESS OUTSOURCED	NAME OF THE COMPANY	DESCRIPTION OF MACHINE / EQUIPMENT	REMARKS

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE:**

SUPPLIER'S AUTHORISED SIGNATORY

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8.0 INSPECTION & TESTING FACILITIES:

*** 8.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT**

SL. NO	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	NOS.	MAKE & YEAR OF MANUFACTURING	LAST DATE OF CALIBERATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 8.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	TEST	SOURCE OF TESTING	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	APPROVAL OF EQUIPMENT/ PROCESS/PERSONNEL QUALIFICATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

Note:

In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking

SUPPLIER'S AUTHORISED SIGNATORY

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ORGANISATIONAL INFORMATION					
FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS					
9.0	Parameter	Year 1	Year 2	Year 3	Year 4
		(Years in ascending order, Money value in Rs. Lakhs)			
* 9.1	NET WORTH (Share Capital +Reserves)				
	Growth over previous year (%)	-----			
9.2	LONG TERM DEBT / LOAN				
* 9.3	DEBT EQUITY RATIO				
	Long term Debt (4.2) Net worth (4.1)				
9.4	INVESTMENT IN: Land & Building				
	Plant & Machinery				
	Other Fixed Assets				
9.5*	NET CURRENT ASSETS				
	a) Cash on hand				
	1 b) Account receivable				
	c) Inventories				
	Total				
	CURRENT LIABILITY				
	a) Sundry creditors				
	2 b) Interest accrued but not due				
	c) Other liabilities				
	Total				
* 9.6	* QUICK RATIO				
	3 $\frac{CA - INVENT. \{9.5(1)-9.5(1)c\}}{Current liability \{9.5 (2)\}}$				
* 9.7	SALES				
	Growth over previous year (%)	-----			
* 9.8	PROFIT BEFORE TAX				
* 9.9	Growth over previous year (%)	-----			
* 9.8	Whether the supplier has been referred to BIFR / NCLT / any other Govt agency (If YES , enclose details)				YES / NO
* 9.9	Whether the supplier is a potential sick company.(If YES , enclose details)				YES / NO
<p>NOTE: 1. Copies of annual accounts (Balance Sheet) for the last four years (or from date of incorporation which ever is less) along with audit report are to be submitted. The above details shall be highlighted in the Balance Sheet.</p> <p>2. Status of Tax assessments done under various laws (Income Tax, VAT/Sales Tax, Excise & Service Tax, Custom) and details of disputes pending, if any, with these authorities to be submitted.</p>					
SUPPLIER'S AUTHORISED SIGNATORY			BHEL CERTIFIED ASSESSOR		

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10. LIST OF ENCLOSURES (Tags to be put on enclosures) :

- (i) MEMORANDUM AND ARTICLES OF ASSOCIATION / SOCIETY RULES AND BYE LAWS / PARTNERSHIP DEED/ PROFESSION TAX REGN & MUNICIPAL REGN. : YES / NO
- (ii) Copy of certificate of following:-
- PERMANENT ACCOUNT NO : YES / NO
 - CENTRAL SALES TAX REGN NUMBER : YES / NO
 - STATE SALES TAX / TIN NUMBER : YES / NO
 - EXCISE DUTY REGN NUMBER : YES / NO
 - EXCISE CONTROL CODE NUMBER : YES / NO
 - SERVICE TAX REGN NUMBER : YES / NO
 - REGN NUMBER OF CATEGORY AS PER MSMED ACT : YES / NO
- (iii) ORGANISATION CHART : YES / NO
- (iv) If registered with any other BHEL Unit,
- LETTER OF REGISTRATION WITH BHEL UNIT : YES / NO
 - PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS : YES / NO
- (v) Letter of approval from ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS / IBR / LLOYDS ETC : YES / NO
- (vi) Accreditation certificate for
- ISO: 9001 : YES / NO
 - TOC of Quality System Manual : YES / NO
 - ISO : 14000 : YES / NO
 - OHSAS , ISO 18000 : YES / NO
- (vii) Letter regarding technical collaboration : YES / NO
- (viii) Experience List / Performance certificate : YES / NO
- (ix) Balance Sheet for the last four years along with audit Report : YES / NO
- (x) Principal's authorization in case of dealers/ agents : YES / NO
- (xi) EFT Bank's certificate : YES / NO

I /WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS & SPECIFICATIONs SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND/ OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.

Maximum Marks = 50

Negative Marks = -13

Minimum Qualifying marks = 30

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Part B (QUALITY SYSTEM):

Sl. No	PARAMETERS	SYSTEM IN EFFECT (Tick if exists & provide evidences if ticked in written procedure)		RECORDS (Tick if available & submit evidences)	REMARKS
		Written Procedure	Practice		
1*	Incoming Material Control System				Furnish a copy of system and organization.
2*	In process control				Furnish at least one work instruction & record of process control parameter
3*	Manufacturing / Testing Procedure Qualification				Procedure Qualification specification may be submitted
4*	Personnel qualification for 3 above.				Record of Personnel qualification (PQR) to be submitted
5*	Calibration system				Submit list of instrument & their calibration status
6*	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.				Copy of procedure to be submitted
7*	System of Storage, Preservation , Painting & packing				Copy of procedure to be submitted
8*	System of NCR disposition & corrective preventive action				Two copies of NCR & CAPA
9*	Customer complaints handling system				Submit list of customer complaints & status for the last three years
10*	Safety measures				Submit copy of safety system & Record of accidents for last three years
11	Any other quality initiative				

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FORM NO. SRF(I) 01

Part B (QUALITY SYSTEM):

12. LIST OF ENCLOSURES

- (i) Copy of system of control incoming materials and organization chart
- (ii) Copy of at least one process control work instruction
- (iii) Record of process control parameter
- (iv) Copy of at least one Procedure Qualification specification
- (v) Record of Personnel qualification (PQR)
- (vi) List of instrument & their calibration status
- (vii) Copy of procedure for Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.
- (viii) Copy of procedure for Storage/ preservation/ painting & packing
- (ix) Copies of two NCRs and their CAPA.
- (x) List of customer complaints & status for the last three years
- (xi) Copy of safety system
- (xii) Record of accidents for last three years

Maximum Marks = 25

Minimum Qualifying marks = 15

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Part C : TECHNICAL COMPETENCE

Technical competence shall be evaluated in two parts viz. common competence and product/material category specific competence.

(i) COMMON TECHNICAL COMPETENCE (Max Marks: 10)

TECHNICAL COMPETENCE (where design specification is given by BHEL)	MARKING RANGE	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)	MARKS BY BHEL
1. Supplier understands the product specification.	(0-3)		
2. Supplier understands the inspection requirements.	(0-2)		
3. Supplier has process capability to achieve the product specification/dimensional requirement.	(0-3)		
4. Supplier has experienced manpower to carry out the job.	(0-2)		
TOTAL MARKS OUT OF POSSIBLE (10) = ---			

OR

TECHNICAL COMPETENCE (where performance specification is given by BHEL)	MARKING RANGE	PROCEDURE		SYSTEM IN EFFECT		RECORDS	
		SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)	MARKS BY BHEL
1. Design capability	(0-3)						
2. Adequacy of quality assurance plan	(0-2)						
3. Process capability for components	(0-3)						
4. Adequate of testing	(0-2)						
TOTAL MARKS OUT OF POSSIBLE (10)							
Average of Total (Total/3) = -----							

(ii) PRODUCT/ MATERIAL CATEGORY SPECIFIC TECHNICAL COMPETENCE

(Max Marks: 15)

Unit MISCC to structure the parameters to be considered for the technical competence depending on material category. The score of individual parameter selected is to be decided by MISCC. MISCC shall identify the requirement of enclosures to be furnished by supplier
Product:

Sl. No	Material category	Tech Parameter	Supplier's response	Remarks

To be filled up only on receipt of technical requirements/ specification, drawings, standards from BHEL and to be sent to BHEL for further scrutiny. Enclose documentary evidence where ever required.

LIST OF ENCLOSURES:

Maximum Marks = 25

Minimum Qualifying marks = 15

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Part D : SCORE SHEET

1. ORGANISATIONAL SOUNDNESS (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., excise duty no., etc. submitted	Yes: 2 No: 0	2	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 5 years : 2 1-5 years : 1 Less than 1 year : 0	2	
3.	5.1 POWER BACKUP	Yes : 1 No : 0	1	
4.	5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY	Yes : 1 No : 0	1	
5.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
6.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
7.	6.3 ISO 9001 ACCREDITATION	Yes : 3 No : 0	3	
8.	6.4 ISO 14000 ACCREDITATION	Yes : 1 No : 0	1	
9.	6.5 OHSAS - 18000 ACCREDITATION	Yes : 1 No : 0	1	
10.	6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS)	Yes : 1 No : 0	1	
11.	6.7 R & D SET UP	Yes : 1 No : 0	1	
12.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	
13.	7.1 & 7.2 MANUFACTURING FACILITIES INCLUDING OUTSOURCING	Adequate : 3 Substantial : 2 Inadequate : 0	3	
14.	7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE	Less than 10% : 2 10 to 30 % : 1 More than 30% : 0	2	
15.	8.1 INSPECTION & TESTING FACILITIES	Adequate : 2 Substantial : 1 Inadequate : 0	2	
16.	8.2 OUTSOURCING OF MAJOR TESTING FACILITY (Refer Note)	Yes : 0 No : 1	1	
	TOTAL		25	

1. ORGANISATIONAL SOUNDNESS (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., etc. submitted (clause 6.0 of chapter V to be referred in this regard)	Yes: 7 No: 0	7	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 3 years : 2 1-3 years : 1 Less than 1 year : 0	2	
3.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
4.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
5.	6.3 ISO 9001 ACCREDITATION	Yes : 2 No : 0	2	
6.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	

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Part D: SCORE SHEET

2. FINANCIAL INFORMATION (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.1 Growth of Net Worth over previous year (%) Average of three years to be worked out	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
2.	9.3 DEBT EQUITY RATIO <u>Long term Debt (9.2)</u> Net worth (9.1)	1 : 1 : 5 1.1 upto 1.5 : 1 : 4 1.6 upto 2.0 : 1 : 3 2.0 & above : 1 : 2	5	
3.	9.5 QUICK RATIO <u>CA - INVENTORIES {9.5(1)-9.5(1)c}</u> Current liability {9.5 (2)}	1 : 1 : 5 1 : 1 upto 1.5 : 4 1 : 1.5 upto 1.75 : 3 1 : 1.75 upto 2.5 : 2 1 : > 2.5 : 0	5	
4.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 10 – 20 % : 3 5 – 10 % : 2 > 0 & < 5 % : 1 0 or negative : 0	5	
5.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
6.	9.8 Whether the supplier has been referred to BIFR / NCLT/ any other similar Govt agency	Yes: -5 No : 0	0	
7.	9.9 Whether the supplier is a potentially sick company	Yes: -3 No : 0	0	
TOTAL			25	

Note: If the supplier is new in business and does not have past data, then the evaluation will be done on the basis of information provided by him and will be decided by MISCC.

2. FINANCIAL INFORMATION (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 5 - 20 % : 3 >0 - 5 % : 2 0 or negative : 0	5	
2.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 5 – 20 % : 4 >0 – 5 % : 3 0 or below : 0	5	

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Part D : SCORE SHEET

3. QUALITY SYSTEM :

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Incoming Material control System	System availability : Yes: 1 No : 0	1	
		Availability of Organisation chart Yes: 1 No : 0	1	
2.	Process control	Work instruction available: Yes: 1 No : 0	1	
		Record of process Control : Available : 2 Partial record : 1 Not available: 0	2	
3.	Manufacturing / Testing Procedure Qualification	Procedure Qualification Specification : Adequate : 3 In adequate: 1 Not available : 0	3	
4.	Personnel qualification	Record of PQR: Adequate : 3 In adequate: 1 Not available : 0	3	
5.	Calibration system	Adequate : 3 In adequate: 1 Not available : 0	3	
6.	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
7.	System of Storage/ preservation/ painting & packing	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
8.	System of NCR disposition & corrective preventive action	Two copies of NCR & CAPA Available :2 Not available : 0	2	
9.	Customer complaints handling system	System available : Yes: 1 No : 0	1	
		Complaints registered & resolved : 2 Complaints registered & partially resolved : 1 Complaints not registered or not resolved : 0	2	
10.	Safety measures	System available : Yes: 1 No : 0	1	
		Record available : Yes: 1 No : 0	1	
TOTAL			25	

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Part D : SCORE SHEET

4. TECHNICAL COMPETENCE

Column no. 1 to 4 to be filled by MISCC before sending to supplier. Column no. 5 to be filled by BHEL certified Assessor after evaluation of supplier response.

Sl. No (1)	Parameter (2)	Scoring criteria (3)	Maximum Marks (4)	Marks obtained (5)
	TOTAL		25	

SUMMARY:

Sl. No	Criteria	Maxm Marks	Qualifying marks *	Marks obtained	Recommendation for registration
1.	Organisational Soundness	50	30		Recommended : Permanent code /Development code/ Trial code Not recommended
	Financial Information				
2.	Quality System	25	15		
3.	Technical Competence	25	15		
	TOTAL	100	60		

***Minimum Qualifying Score in Each category shall be 60%.**

REGISTRATION CRITERIA:

Sl. No	Score	Recommendation
1.	More than 90	Supplier is to be registered and given Permanent code, Normally no visit is called for.
2.	>75 <=90	Supplier may be visited if recommended by MISCC or to be registered and given permanent code.
3.	>=60 <=75	Supplier may carry out suggested improvements if advised by MISCC Supplier's visit is mandatory. Trial/ Development code may be given.
4.	Less than 60	Not to be registered

Signatures: MISCC and Supplier Evaluation Team (in case of visit)

1)

2)

3)

4)

5)

6)

BHEL CERTIFIED ASSESSOR

	Annexure-III GUIDELINES TO FOREIGN SUPPLIERS FOR FILLING UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
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1. Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
2. Registration Form no. SRF(F)01 may be obtained from BHEL website www.bhel.com.
3. Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India

4. In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
5. Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
6. All columns are to be filled up properly in the space provided for. Wherever it is not applicable, mention it as "Not Applicable". The form is to be signed by the authorised signatory and submitted in original.
7. Please attach separate sheet if the space provided is insufficient. For any other information also, separate sheet may be attached.
8. Any information / clarification required by BHEL during processing of registration must be given expeditiously.
9. Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
10. As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
11. Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
12. Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
13. If you are attaching a document in a language other than English, a self attested English translated document may please be also attached.



Annexure-III
**CHECK-LIST FOR FOREIGN
SUPPLIERS REGISTRATION FORM**

Document No.

AA:MM:SR:01

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01

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S.N.	Check-Point	Yes/No
1.0	Information against all points in the Supplier Registration Form has been given.	
2.0	Authorisation letter has been enclosed (in case of Indian representative)	
3.0	Banker's certificate has been enclosed	
4.0	Are you an ISO: 9001 accredited supplier?	
4.1	If yes, have you enclosed copy of ISO 9001 accreditation certificate & "Table of Contents" of your Quality Manual?	
4.2	If no, have you enclosed written down procedure / manual of Quality Management System?	
5.0	Have you enclosed experience list/ performance certificate (as per sl. 3.0 of the form SRF(F) 01)	
6.0	List of enclosures has been furnished (as per Sl 5.0 of the form SRF(F) 01)	
7.0	All the parts of the form & enclosures have been signed by Authorised Signatory.	
8.0	D&B Report/ Creditreform report etc. has been attached.	

Signature & seal

Date :

(Authorised Signatory)

Note : This check list is to be attached with the filled up Supplier Registration Form.

BHARAT HEAVY ELECTRICALS LIMITED , INDIA

ANNEXURE- III

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

Page 1 of 2

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

SUPPLIER REGISTRATION FORM	
1.0 GENERAL INFORMATION :	
1.1 NAME OF SUPPLIER : (TO BE REGISTERED)	
1.2 SUPPLIER ADDRESS : (TO BE REGISTERED)	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
WEB SITE :	
1.3 DETAILS OF FACTORY / WORKS :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.4 DETAILS OF MARKETING REPRESENTATIVE (OUTSIDE INDIA , IF ANY)	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.5 DETAILS OF INDIAN REPRESENTATIVE, IF ANY : (Attach authorisation letter)	
NAME :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.6 CHIEF EXECUTIVE :	
1.7 YEAR OF ESTABLISHMENT :	

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED , INDIA

ANNEXURE-III

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

Page 2 of 2

- 1.8 YEAR OF COMMENCEMENT OF BUSINESS :
- 1.9 PRODUCTION CAPACITY PER ANNUM (details of major manufacturing/ testing facilities to be given) :
- 1.10 PARTICULARS OF PRODUCTS INCLUDING SPECIFICATION AND RANGE OFFERED FOR REGISTRATION : (ATTACH BROCHURES AND CATALOGUES)
- 1.11 NAME (S) OF BANKERS :
- 1.12 BANKER'S CERTIFICATE AS TO CREDITWORTHINESS OF THE CLIENT
(Enclose Certificate) :
- 1.13 PORT OF LOADING :
- 1.14 NEAREST AIRPORT :
- 1.15 Report from D&B/ Creditreform etc. (As per Cl. 7.1 of Chapter V) (**MANDATORY**):

2.0 FINANCIAL INFORMATION : (FOR LAST 3 YEARS)

PARAMETER	YEAR -1	YEAR -2	YEAR -3
ANNUAL TURN OVER			
PROFIT AFTER TAX			

(COPY OF AUDITED ANNUAL ACCOUNTS FOR LAST 3 YEARS TO BE ENCLOSED)

3.0 QUALITY MANAGEMENT SYSTEM :

- 3.1 IS THE COMPANY ISO:9001 CERTIFIED : YES / NO
- 3.1.1 IF YES, ENCLOSE COPY OF CERTIFICATE & TABLE OF CONTENTS OF QUALITY MANUAL.
- 3.1.2 IF NO, ENCLOSE QUALITY MANAGEMENT SYSTEM OR WRITTEN DOWN PROCEDURE

4.0 EXPERIENCE LIST/ PERFORMANCE CERTIFICATE FOR OFFERED / SIMILAR ITEMS :

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS)

5.0 ANY OTHER INFORMATION :

6.0 LIST OF ENCLOSURES :

(BROCHURES, CATALOGUES, TECHNICAL LITERATURE ETC.)

Signature & Seal

AUTHORISED SIGNATORY

E – Mail

NAME :

TELEPHONE : (Landline):

DESIGNATION :

Mobile :

DATE :