

(Filled tenders should be dropped in tender box located at New vendor complex, adjacent to BHEL reception)

**BHARAT HEAVY ELECTRICALS LIMITED
RAMACHANDRAPURAM : : HYDERABAD – 502 032
(MAINTENANCE & SERVICES, P&C DEPARTMENT)**

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NOTICE INVITING TENDER

Tender Notice No : M&S/P&C/2012/010

DATE: 26th March 2012

Sealed tenders in two parts (Techno commercial & Price bid) will be received by the undersigned from the contractors satisfying the prequalification requirements indicated below and will be opened after 13.30 hrs on the due date itself in the presence of tenderer's or their authorized representatives in New vendor complex BHEL, Ramachandrapuram, Hyderabad.

Name of work: **Outsourcing AMC of Area maintenance activities of 03, 70, 01 (Bay-7) shops manufacturing centres for two years- works contract.**

Name of the work	Approx. Value of Work	Earnest Money Deposit	Time of Completion	Cost of Tender Document	Sale / download of Tenders		Last date for receipt and opening of tenders
					From	To	
1	2	3	4	5	6	7	8
Outsourcing AMC of Area maintenance activities of 03, 70, 01 (Bay-7) shops manufacturing centres for two years- works contract	Rs 119.93 Lakhs + Taxes	Rs 2,00,000/-	24 Months	Rs 500/- through Web	26.03.2012	24.04.2012	25.04.2012 Time: 11:00 AM & 25.04.2012 Time: 01:30 PM

Name & Address of Tender submitting party:

Mobile No: -----

Email ID: -----

**(BIRENDRA KUMAR)
MANAGER / M&S, P&C**

Signature of Tenderer

(All pages should be signed and stamped by the bidder at bottom Left of every page before dropping in tender box.)

The Tender Cost / EMD may be paid in cash at BHEL, Ramachandrapuram's cash office or by Demand Draft / Banker's cheque drawn in the name of "Bharat Heavy Electricals Limited" payable at Hyderabad and shall be enclosed to the tender bid. No other means of payment will be accepted. (Cash office timings: 09.30 to 11.30 & 13.30 to 15.30 Hrs)

TECHNICAL CUM COMMERCIAL BID (PART-A)

(TO BE FILLED IN BY THE TENDERER)

1.	Name of the Contractor / Firm	:	
2.	Vendor Code in BHEL (if Registered)	:	
3.	Address & Phone No	:	
4.	E-mail ID or FAX No	:	
5.	Name of work	:	Outsourcing AMC of Area maintenance activities of 03, 70, 01 (Bay-7) shops manufacturing centres for two years- works contract
6.	Tender Notice No & Date, Item No	:	M&S/P&C/2012/010 Dated: 26 th March 2012
7.	Details of DD / Cash paid (To be enclosed along with this bid)	:	Enclosed : Yes / No
	a. DD or Cash receipt No. & amount for EMD	:	
	b. DD or Cash receipt No. & amount for cost of tender documents	:	
8.	PAN No. with proof (or proof of having applied with acknowledgement)	:	
9.	VAT / TIN No. (or proof of having applied with acknowledgement)	:	
10	Service Tax No. (or applied proof or to be submitted before release of payment)	:	
11.	PF code No. with proof of allotment	:	
12.	ESI code No. with proof of allotment	:	
13.	Central Labour Licence No: <i>(required if more than 20 persons are engaged)</i>	:	
14.	Particulars of experience / credentials <i>Whether all details as per pre- qualification requirements enclosed.</i>	:	
15.	Financial turnover during the last three years Accounting year 2008 – 09 Accounting year 2009 – 10 Accounting year 2010 – 11	:	

Signature of Tenderer

16.	National Electronic Fund Transfer NEFT form (available at last page) duly filled up & submitted (<i>for new contractors</i>)	:	Submitted : Yes / No
17.	Validity: Minimum 90 days from technical bid opening date.		
18.	Security Deposit clause: acceptance (Please see under terms and conditions clause 9 of page 8/9		
19.	Price quoted should be firm during contract period		
20.	PENALTY: 0.5% of the balance contract value per week or part there of upto a maximum of 10% of the contract value shall be levied in case of delay		
21.	Acceptance for participation in reverse auction		
22.	General conditions and acceptance for undertaking work in totality as per price bid		

NOTE:-

1. The above documents should be given along with the tender as otherwise, contractor's bills cannot be processed and payments may be held up.
2. Techno commercial bids will be opened on the same day of receipt. After scrutiny in case the agency has not fulfilled all the above conditions with documentary proof, a chance will be given to submit missed documents, otherwise the bid is liable to be rejected and their price bid will not be opened.
3. In case of a firm, the tender shall be in the name of the firm, and for individual these can be in the name individual. In case of sole proprietorship of a firm he should submit a notarized affidavit to that effect. For partnership firms, the deed of partnership and power of attorney are to be submitted.
4. Though some of above documents are available with BHEL for those agencies who are presently working with BHEL, they also should submit one copy of the same.
5. Copies of the statutory codes, turnover, experience should be submitted along with offer
6. All the columns shall be filled with proper information. **No column should be left Blank.**
7. BHEL reserves the right to reject or cancel the tender at any stage of the tender process without assigning any reasons thereof.
8. A tender may be rejected while scrutiny of technical bids in case there is unsatisfactory past performance in the execution of an earlier contract.
9. **Lowest offer will be decided on total minimum cost to BHEL.**
10. **Bids received mixed with both technical & Price bid documents without individual envelope will be rejected**

Signature of Tenderer

PRE - QUALIFICATION CRITERIA

(Proofs to be enclosed for verification)

[I] The following conditions have to be satisfied by the tenderer, with documentary proof to be enclosed with tender bid. In case the agency fails to enclose the following documentary proof with tender the tender will be liable for rejection.

1. Registered / Reputed contractors are eligible, to tender for all the works.
2. Please note that the bidder should fulfill any one of the following.

i. Firms involved in AMC

The firm must have at least 3 years experience in the last 5 years ending 29.02.2012 in executing Annual Maintenance Contracts of Conventional, as well as CNC machine tools of similar in nature as per Annexure-1 (Copies of work orders and work completion certificates should be submitted as proof for verification). List of the customers along with respective contracting officer's addresses (including phone no. and e-mail Id) for whom AMC was executed shall be enclosed to the offer for verification.

Bidder must fulfill all the following criteria.

- a. Average Annual financial turnover during the last **3 years** should be at least Rs.20.00 lakhs (Balance sheet / P&L statements to be enclosed).
- b. The firm must have successfully completed **similar works** with at least one to Govt/PSU organization (PO & completion certificate from Govt/PSU in support of work experience need to be provided)
- c. **Value** and number of such similar works is as below:

Three similar completed works costing not less than the amount equal to 40% of the estimated cost, i.e. Rs.47,97,200/-

or

Two similar completed works costing not less than the amount equal to 50% of the estimated cost, i.e. Rs.59,96,500/-

or

One similar completed work costing not less than the amount equal to 80% of the estimated cost, i.e. Rs.95,94,400/-

OR

ii. Machine Tool Builders

The firm must have at least 3 years experience in the last 5 years ending 29.02.2012 in Machine Tool Building of Conventional, as well as CNC machine tools of similar in nature as per Annexure-1 (Copies of work orders and work completion certificates should be submitted as proof for verification). List of the customers along with respective contracting officer's addresses (including phone no. and e-mail Id) for whom machine tool was built shall be enclosed to the offer for verification.

Bidder must fulfill all following criteria.

- a. The firm must have successfully supplied & commissioned **two such similar machines** as per annexure-1 with at least one commissioned at Govt/PSU organization (PO & completion certificate from Govt/PSU in support of work experience need to be attached)

OR

Signature of Tenderer

iii. Firms involved in Reconditioning

The firm must have at least 3 years experience in the last 5 years ending 29.02.2012 in Machine Tool Reconditioning of Conventional, as well as CNC machine tools of similar in nature as per Annexure-1 (Copies of work orders and work completion certificates should be submitted as proof for verification). List of the customers along with respective contracting officer's addresses (including phone no. and e-mail Id) for whom reconditioning of machine tools was executed shall be enclosed to the offer for verification.

Bidder must fulfill all following criteria.

- a. Average Annual financial turnover during the last **3 years** should be at least Rs.20.00 lakhs (Balance sheet / P&L statements to be enclosed).
 - b. The firm must have successfully completed **similar works** with atleast one to Govt/PSU organization (PO & completion certificate from Govt/PSU in support of work experience need to be attached)
 - c. **Value** and number of such similar works is as below:

Three similar completed works costing not less than the amount equal to 40% of the estimated cost, i.e. Rs.47,97,200/-

or

Two similar completed works costing not less than the amount equal to 50% of the estimated cost, i.e. Rs.59,96,500/-

or

One similar completed work costing not less than the amount equal to 80% of the estimated cost, i.e. Rs.95,94,400/-
3. **Average annual financial turnover during the last 3 years**, ending 31st March of the previous financial year, should be at least **30% of the estimated cost**.
 4. PF Code no. With proof of allotment if registered.
 5. ESI code no. with proof of allotment.
 6. VAT / TIN No. with proof of allotment or applied proof to be submitted.
 7. PAN number with proof of allotment.
 8. Service Tax No. or applied proof / to be submitted before release of payment
 9. Central Labour License if 20 or more persons are engaged.
 10. If the contractor has not quoted the rate for the any item(s), it is considered as incomplete tender and tender cannot be accepted.
 11. **The contractor shall affix his signature with stamp at the end of each page of this tender documents (both technical and price bids).**
 12. BHEL shall have the right to reject any tender based on past unsatisfactory performance.
 13. The rates quoted for all the items of work shall be exclusive of all Taxes and Duties levied by State / Central Government organization as well as Local authorities as applicable, works contract Vat / Service Tax etc should bring clearly. The agency shall submit proper document evidencing the payment of applicable Tax / Duty based on which BHEL can avail credit. Otherwise the payment to the contractor will be reduced to that extent.

Signature of Tenderer

[II] **INSTRUCTIONS**

- (1) Tenders must be submitted in sealed covers addressed to **Manager / M&S (P&C), 02 Annexe Ground Floor, BHEL, Ramachandrapuram, Hyderabad 502 032**. Tenderer shall write Tender Notice No, name of work & address of the tenderer on each sealed cover. In case the agency fails to comply any of the above, the tender will be liable for rejection.
- (2) All corrigenda, addenda, amendments, time extensions clarifications, etc of the tender will be hosted on BHEL website (www.bhel.com) only. Bidders should regularly visit the website to keep themselves updated.
- (3) The agency is responsible for all the statutory requirements & documentations for ESI / PF etc as per prevailing Government Rules / Labour Rules. Any amount payable by BHEL on account of these requirements shall be recovered from contractor's bills / deposits.

[III] **NOTES:**

1. Period of contract shall be as mentioned above.
2. Tenderers are to follow **two – part bid method** (techno commercial bid and price bid).
3. Tender documents can download from BHEL web-site <http://www.bhel.com/tender.php> . Cost of document shall be paid in the shape of Demand Draft or Bankers Cheque or Pay Order or Cash receipt obtained from BHEL Cash Office and separately enclosed to the technical bid.
4. The requisitions for tender documents shall be addressed to **Manager / M&S (P&C), 02 Annexe Ground Floor, BHEL, Ramachandrapuram, Hyderabad 502 032** along with Demand Draft/Banker's Cheque drawn in favour of "BHARAT HEAVY ELECTRICALS LIMITED, HYDERABAD" or payment of cash in BHEL Cash Office (No other Mode of payment will be accepted). Tender documents shall be collected in Person by the contractor or his authorized representative.
5. The agencies are advised to visit the work site to understand the nature of work / quantum of work in its true perspective to avoid any misunderstanding.
6. The tender documents may also be submitted through speed post or by post to reach within the stipulated date and time.
7. Tender bid without EMD / Tender cost as stipulated are liable for rejection.
8. BHEL reserves the right to reject any or all tenders in part or in full without assigning any reasons.
9. BHEL reserves the right to split the work into convenient parts and award them to different contractors.
10. The conclusion of contract will be in the form prescribed by BHEL for the purpose. A copy of the general conditions of contract applicable to the above works is available for perusal at the office of the Manager / M&S (P&C). If a copy of the same is required for record, the same will be issued separately at Rs. 200/- per set.
11. A penalty of 0.5% of the gross value of work will be levied for every weeks delay in work subject to a maximum penalty of 10% of the balance value of work.
12. Those who are down-loading the tender documents from web-site must also pay cost of tender documents before last date of receipt. The DD's against Tender Cost / EMD are to be enclosed in technical bid cover.

Signature of Tenderer

13. Separate Covers (i.e.)
- Cover-A - for Technical Bid (sealed cover)
 - Cover-B - for Price Bid (sealed cover)
 - Cover-C - common cover for technical and price bid are to be submitted, super scribing the name of work and NIT number on each over.
14. Tender will be finalized on lowest cost to BHEL based upon the lowest rate of total value, thus arriving to total value of the tender along with applicable taxes and duties. Tenderer should quote unit rate for all the items. In case unit rate is not quoted for any / all items, it will be treated as an incomplete offer and tender will be rejected.
15. Tender may be rejected while scrutiny of technical bids in case there is unsatisfactory past performance in the execution of an earlier contract.
16. All the bills of the contractors will be cleared subject to the production of clearance certificate by the contractors in respect of compliance of all statutory requirements, issued by IR section of personnel department.
17. **All payments will be directly credited to tenderer / contractor bank account, for such transfers tenderer should furnish EFT Mandatory form as per the instructions / directives of Reserve bank of India.**

Signature of Tenderer

SCOPE OF WORK

// Tenderers to fill up the following sheet compulsorily //

Preventive Maintenance and Breakdown Maintenance of Machines and equipment as per Annexure -2 , to be carried out. Details of work as below:

S.No	Scope of work / Activity	Contractor's remarks as Agreed / Not agreed
A.	<u>FOR PREVENTIVE MAINTENANCE :</u>	
A.1	<u>METAL CUTTING MACHINES :</u>	
A.1.1	<u>A.Schedule :</u>	
1	To externally inspect (without dis-assembly) the whole machine and each of its units, for making the defect list about the condition and the operation of the machine. To regulate, check durability and tightness of fixed / rigid joints i.e. bed foundation, bed sections between themselves, pulleys, flywheels, sprockets, gears, friction discs etc.	
2	To open out the covers of the units for inspection and check the condition of mechanisms.	
3	To regulate clearances between lead screws and their mating units of the slides, saddles, traverses, carriages etc.	
4	To regulate spindle bearings	
5	To check proper engagement of speed and feed gears and the level/handle position.	
6	To regulate friction and the brake tension	
7	To regulate smooth sliding of tables, slides, saddles, traverses, carriages, slide blocks, slotter ram.	
8	To tighten wedges and clamping plates.	
9	To check the condition of the guides of the bed, carriages traverses and other friction surfaces. To clean scratches and any other damages.	
10	To check and regulate springs tension.	
11	To tighten / replace loose or worn out fasteners (i.e pins, nuts, screws, bolts etc.)	
12	To check proper functioning of limits, reverses, stoppers.	
13	To clean, tighten, repair/replace chains, belts, linings (brake).	
14	To check the condition of coolant system, and carry out necessary minor repairs.	
15	To check the condition of guards, fencing etc. and carry out necessary repairs.	
16	To check the condition of lubricating and hydraulic system and carry out necessary minor repairs.	
17	To replace lubricating oil in all the reservoirs.	
18	To regulate machine and hand over to the maintenance in-charge.	
19	To make out the list of parts which need replacement during the next planned repair.	
A.1.2	<u>B.Schedule :</u>	
1	To disassemble part wise few units (2 to 3) of the machine which are excessively worn out (or dirty). For the remaining units, open out covers for internal inspection and wash.	
2	To wipe out the complete machine and wash the parts of the disassembled units.	
3	To disassemble spindle and clean roughness from the spindle shanks, the surfaces for fixing instruments / devices. To clean / scrape bush bearings. To assemble spindle and regulate bearings.	
4	To check clearances between bush and shaft shank. To replace worn out bushes.	
5	To regulate ball/roller bearings. To replace worn out bearings.	
6	To add friction discs, scrape conical friction surfaces. To regulate friction couplings and brakes.	
7	To clean burs on gears. To replace gears with torn out metal and tooth surfaces.	
8	To replace worn out / broken external fasteners of tool holder, wedge, clamping plate etc.. To clean remaining fasteners.	
9	To scrape / clean regulating wedges and clamping plates.	
10	To clean lead screws of slides, carriages, traverses etc.. To replace worn out mating nuts.	
11	To check for proper working and regulate the levers / handles for reversing motion, blocking device for speed / feed engagement, fixators, safety mechanism and limits etc.	
12	To replace worn out parts that will not last till the next planned repair.	
13	To clean scratches and damages on friction surfaces of the bed guides, carriages, slides, traverses, columns etc.. To restore oil pockets, if necessary.	
14	To repair fencing and guards, covers on belt drives, casing, shields, screen and also arrangements	

	for protecting the machine parts from chips and abrasive dust.	
15	To carry out the repair of lubricating and hydraulic systems.	
16	To replace oil in all the reservoirs.	
17	To regulate smooth sliding of tables, slides, carriages, slide blocks. To tighten wedges and clamping plates.	
18	To regulate springs tension of worm disengagement and other similar mechanisms.	
19	To check for proper functioning of limits, reverse, stoppers.	
20	To check and repair the cooling system. To eliminate leakages through pipe joints and cocks. To carry out minor repairs of pumps and fittings.	
21	To make out the list of worn out parts that need replacement during the necessary planned repair.	
22	To clean working surfaces of the table.	
23	To check machine accuracy as per accuracy test chart.	
24	To run the machine on no-load and on-load at all speeds and feeds and check accuracy and surface finish on the sample (machined).	
A.2	<u>HYDRAULIC UNIT AND EQUIPMENT (A & B-schedules) :</u>	
1	The hydraulic units (pumps, apparatus, and pipe lines) of the machines are repaired along with the mechanical part of the machine.	
2	To regulate hydraulic aggregate as per hydraulic scheme given in the machine manual. Pressures are regulated as per pressure gauges installed on the machine. To replace oil after washing and cleaning.	
3	To tighten the bolts at the pipe joints so as to prevent leakages.	
4	To check and tighten (if necessary) the gland packings.	
5	To make out the defect list that needs to be attended during the forthcoming planned repair.	
6	Complete servicing of hydraulic units under B-Schedule .	
A.3	<u>ELECTRICAL EQUIPMENT OF THE MACHINES (A- & B-schedules) :</u>	
	During preventive maintenance the mechanical and electrical work should simultaneously be carried out.	
A.3.1	<u>AC & DC ELECTRICAL MOTORS:</u>	
1	To check for the fastenings of the motor, proper earthing, degree of heating of the body and the bearings, uniform air gap between the stator and rotor, proper installation, normal sound in running of the motor, correct working of the ventilation and cooling arrangement.	
2	To clean and blow out (with compressed air) the electric motor, without disassembling it.	
3	To tighten the electric connection to the motor.	
4	To clean the slip rings and current collectors.	
5	To regulate and properly fasten the brush holders.	
6	To restore the insulation on the winding overhang.	
7	To replace the current collecting brushes.	
8	To replace or add the grease lubrication.	
9	To service / overhaul completely all motors under B-Schedule .	
A.3.2	<u>ELECTRO-MAGNETIC FRICTION COUPLINGS :</u>	
1	To check the coupling body and the discs for heating.	
2	To check the fastening of the body in relation to the axial shift.	
3	To check the fastening of the slip rings.	
4	To check for easy movement of the armature and proper engaging and disengaging of the coupling.	
5	To check for proper feeding of the lubrication.	
6	To change the worn out brushes and to adjust the brush holders.	
7	To clean the slip rings and to wipe out the friction surfaces (without disassembly).	
8	To measure the resistance of the winding.	
9	To complete overhauling under B-schedule .	
A.3.3	<u>ELECTRO MAGENTS :</u>	
1	To check for the fastening of the electro magnet and its body	
2	To tighten the connections.	
3	To check for heating of the no-volt coil, to rectify minor defects, and replace, if necessary.	
4	To check the various parts and change, if necessary.	
5	To coat the coils with varnish	
6	To check the insulation and the proper movement of the core.	

7	Complete servicing under B-Schedule.	
A.3.4	<u>MAGNETIC STARTERS AND CONTACTORS :</u>	
1	To check and rectify the visible damages.	
2	To check for the complete in and out movement of the armature of the magnetic device.	
3	To check the heating of the lugs and the melting of solder from them.	
4	To check for the provision of spark extinguishing grids and proper earthing.	
5	To check for the heating elements of the thermal over load relay, its proper setting and normal functioning.	
6	To check for the good condition of the push buttons, fastening of the apparatus and tightness of the connections.	
7	To clean or change the contacts.	
8	To check and adjust the motion of the moving contacts.	
9	To adjust the simultaneous switching off of the 3 phases.	
10	To check the action and adjustment of the thermal overload relay.	
11	To measure insulation resistance of all the current carrying parts.	
12	Complete servicing under B-Schedule.	
A.3.5	<u>END LIMIT SWITCHES :</u>	
1	To check for proper fastening of the end switch to the machine, tightness of the cover and the sealing, marking, fastening of the fixator (operating arrangement) to the machine, cleaning of the body and the lever of the switch, cleaning of the contacts.	
2	To carry out minor repairs of the various parts.	
3	Complete servicing under B-Schedule.	
A.3.6	<u>KNIFE SWITCHES OF ALL TYPES :</u>	
1	To check for proper earthing and condition of cover.	
2	To check and replace overheated contacts.	
3	To check for proper positioning of the handle of the knife switch.	
4	To check for reliable fastening of the knife switch and clean dust and scales.	
5	To adjust the simultaneous switching in and switching out of the knives of three phases.	
6	To tighten the contact connections.	
7	To rectify the distortion of the knives and the pincers of the switch.	
8	To file and clean the contact surfaces of the knives and the pincers.	
9	To change the defective parts.	
10	To paint the cover and the panel.	
11	Complete servicing under B-Schedule.	
A.3.7	<u>ELECTRIC PANEL BOXES :</u>	
1	To check the condition of the panel box and repair the locking and blocking devices of the door.	
2	To tighten the fastenings of the apparatus.	
3	To examine the complete scheme and the apparatus.	
4	To clean and wipe out the apparatus and the panel box.	
5	To check for good condition of earthing.	
6	To repair the visible damages to the electrical apparatus and electric cables (wiring).	
7	To clean the working contacts and if necessary, replace them.	
8	To replace the distorted working contacts.	
9	To remove any obstruction to the complete drawing in and falling out of the magnetic core (armature).	
10	To check for over heating of the lugs and melting of solder from them.	
11	To check the condition of the spark extinguishing chamber and the condition of the signaling apparatus.	
12	Complete servicing under B-Schedule.	
A.3.8	<u>ELECTRICAL APPARATUS AND ELECTRIC WIRING ON THE MACHINES :</u>	
1	To check and repair the overheating, carbonizing and mechanical damages to the insulation of the conductors.	
2	To check for good condition of earthing, fastening of electric wires and apparatus, tightening of connections.	
3	To wipe, blow and clean all the apparatus installed on the machine.	
4	To clean the working contacts.	
5	To carry out necessary repairs to the electrical apparatus and replace the defective parts.	

6	To repair the damaged insulation of the conductors (cables).	
7	To rectify or to replace the damaged pipe fitting, metallic and rubber handles.	
8	To change the fused bulbs (replace holders, switch etc, if necessary).	
9	Complete servicing under B-Schedule.	
A.3.9	<u>LIGHTING LOAD AND ELECTRICAL APPLIANCES :</u>	
1	To clean dust.	
2	To check fuses and replace with correct capacity fuses, if necessary.	
3	To tighten all terminals including those in ML & RM boards.	
4	To change blown out bulbs.	
5	To check and change control gear, if necessary (like starters, fuses, chokes, holders, spares for electrical appliances, etc.)	
6	To check for proper earthing and rectify the same, if necessary.	
7	To maintain voltage between neutral and earth at max. 4 Volts.	
8	To change switches, sockets etc. if necessary, for electrical appliances.	
9	Complete servicing under B-Schedule.	
B.	<u>SCOPE OF WORK FOR BREAK-DOWN MAINTENANCE</u>	
	The following activities shall be performed during break-down maintenance based on the nature of break-down.	
B.1	<u>MECHANICAL :</u>	
1	To check for accuracy before disassembly.	
2	To measure the wear and friction surfaces before repairing the base parts (beds etc.)	
3	To disassemble the machine partly	
4	To wash and wipe out parts of the disassembled units. To wash and clean of the dirt from the remaining units.	
5	To inspect parts of the disassembled units.	
6	To make out the defect list.	
7	To grind spindle shanks and replace / scrape bushes.	
8	To replace / restore shafts	
9	To replace all worn out bushes and damaged bearings.	
10	To replace / add friction discs, machine conical friction couplings, re-rivet ferodo lining on friction discs and brakes.	
11	To replace worn out gears and worm / worm wheels.	
12	To restore / replace worn out lead screws and nuts of longitudinal and transverse feeds.	
13	To replace worn out fasteners and clean the remaining ones.	
14	To replace / restore and scrape regulating wedges and clamping plates.	
15	To restore accuracy of lead screws by machining threads (machining by BHEL).	
16	To check and clean unworn-out parts left out in the mechanism of the machine.	
17	To repair coolant pumps and pipe fittings	
18	To repair oil pumps and lubricating / hydraulic systems. To replace oil.	
19	To check and replace piston rings and piston. To replace the oil seals / packings etc. partly or completely.	
20	To dismantle and wash out the slide valves (solenoid valves etc.), pressure control valves and other hydraulic apparatus. If necessary, pressure valves are lapped.	
21	To replace damaged pipes and fittings.	
22	To scrape / grind guide surfaces of slides, carriages, traverses, slide blocks etc. (if the wear exceeds the permissible limits).	
23	To repair / replace guards and fencing (provided for proper safety) and also the arrangements for protecting the machine parts from metal chips and abrasive dust (covers on belt drive, casings, shields, screens).	
24	To assemble the repaired units, check proper inter-operation of the units and all the mechanisms of the machine.	
25	To run the machine on no-load at all speeds and feeds. To check for noise and heating.	
26	To check for accuracy of repaired unit as per test chart.	
B.2	<u>ELECTRICAL :</u>	
B.2.1	<u>A.C. & D.C. ELECTRIC MOTORS :</u>	
1	To disassemble the motor completely and to rectify the winding damages without changing it.	
2	To clean units and parts of the electric motor and to change the defective insulating bushes.	

3	To wash, impregnate and dry out the winding of the electric motor.	
4	To coat the winding with the varnish.	
5	To check fastening of the ventilator and to carry out necessary repairs.	
6	To wash and grease the ball / roller bearings and change the damaged ones.	
7	To wash the bush bearings and if necessary, metalise the same.	
8	To weld and machine the end covers, if necessary.	
9	To change the ventilation fan and the flanges.	
10	To partially solder the risers.	
11	To turn and grind the slip rings.	
12	To repair brush mechanisms and commutator. To machine the commutator and under cut the mica in the slots.	
13	To assemble and check the motor on no-load and also on load after repair.	
B.2.2	ELECTRO MAGNETIC FRICTION COUPLINGS :	
1	To disassemble the coupling, to clean and wipe out the parts, to change the ferodo lining, to check for the discs wear and if necessary, replace the same.	
2	To check the gap between the guiding bush of the armature and the shaft and, if necessary, change the bushes.	
3	To grind the slip rings.	
4	To change the seals.	
5	To check for normal functioning of the coupling	
B.2.3	ELECTRO MAGNETS :	
1	To completely disassemble the electro magnet.	
2	To check the various parts and change, if necessary.	
3	To coat the coils with varnish.	
4	To check the insulation and the proper movement of the core.	
B.2.4	MAGNETIC STARTER AND CONTACTORS:	
1	To check and adjust the motion of the moving contacts.	
2	To adjust the simultaneous switching off of the 3-phases.	
3	To check the action and adjustment of thermal overload relay.	
4	To adjust the gap between fixed and the moving contacts and to check the withdrawal of the armature while switching off the magnetic coil	
5	To change the defective parts.	
B.2.5	END LIMIT SWITCHES :	
1	To completely disassemble the switch.	
2	To clean and check all the parts and to change the worn out ones.	
3	To adjust the lever with respect to the fixator.	
B.2.6	KNIFE SWITCHES OF ALL TYPES :	
1	To rectify the distortion of the knives and the pincers of the switch.	
2	To file and clean the contact surfaces of the knives and the pincers.	
3	To change the defective parts.	
B.2.7	ELECTRIC PANEL BOXES :	
1	To check and adjust the movement and the pressure of the moving contacts.	
2	To check the working of the thermal overload protection relay and test the same.	
3	To change the electrical conductors (cables) wherever necessary.	
4	To replace the defective apparatus.	
B.2.8	ELECTRICAL APPARATUS AND ELECTRIC WIRING ON THE MACHINES :	
1	To replace the defective section of the wiring.	
2	To rectify or to replace the damaged pipe fitting, metallic and rubber handles.	
3	To replace the defective apparatus.	
B.2.9	ELECTRICAL FURNACES :	
1	To replace damaged resistance elements.	
2	To replace refractory brick lining.	
3	To tighten all electrical terminals.	
4	To replace cabling and lugs.	
5	To replace instruments and temperature controls.	
B.3	LIGHTING LOAD AND ELECTRICAL APPLIANCES (other than roof lighting in shop floor) :	

1	To replace fuses with correct capacity fuses.	
2	To change fused out bulbs.	
3	To change control gear (like starters, fuses, chokes, holders, spares for electrical appliances, fans, exhaust fans / man-coolers, etc.)	
4	To rectify earthing.	
5	To maintain voltage between neutral and earth at max. 4 Volts for Personal Computers load.	
6	To change switches, sockets etc. for electrical appliances and lighting load.	
7	To change / provide tube light fittings, switch boards wherever necessary.	
8	To dismount and bring-down man-coolers/blowers located on girders in shop floor for repair and mounting the repaired ones on the girders in the original location.	
C.	<u>SPECIAL CONDITIONS :</u>	
1	Total 79 nos. of machine tools / equipment of various categories, lighting load and electrical appliances are to be maintained.	
2	Break-down of critical machines (identified by BHEL) shall be given priority to bring back the same into operation.	
3	<p>DETAILS OF MANPOWER TO BE DEPLOYED :</p> <p>a) Engineer / Incharge -1 b) Supervisor(Mech) - 3 c) Supervisor(Elec) – 3 d) Electrician – 6 e) Fitter – 8 f) Oiler – 5 g) Helper – 5</p> <p>----- TOTAL=31 -----</p> <ul style="list-style-type: none"> • Details of required personnel in respective shifts will be informed on awardal of contract. • Required personnel should be posted on Sundays and Holidays for performing Preventive maintenance schedules. • Man power should be deployed throughout the year (365 days) in first shift for performing break-down maintenance, if required. • Qualification and experience of personnel to be deployed is as per Annexure-3 	
4	Only labour is proposed for outsourcing.	
5	Spares and consumables, material handling facilities and utilities will be supplied by BHEL.	
6	Sketches for manufacturing parts (if required) to be given by contractor. BHEL will develop drawings and procure parts / spareparts , for attending to maintenance of machines.	
7	A-schedule shall be conducted every year and when listed machines under break down for more than a week B-Schedule shall be conducted.	
8	<u>GEOMETRICAL ACCURACIES OF CRITICAL MACHINES :</u> Geometrical accuracies of critical machines (identified by BHEL during the contract period) shall be recorded in the test charts concerned. Minor deviations are to be rectified to bring the same to permissible limits. Necessary special tools & gauges for measurement will be provided by BHEL.	
9	<u>AVAILABILITY OF MACHINE TOOLS / EQUIPMENT :</u> Machine tools / equipment stoppage can be tolerated upto a maximum of 3.0% . Breakdown percentage exceeding 3% attracts penalty as stated in Point 40.	
10	Daily maintenance activities carried out should be reported to maintenance in-charge at the end of the shift. Weekly Oil levels checking (and filling if required) and hydraulic filter cleaning to be done where ever necessary.	
11	Records of monthly, quarterly and yearly maintenance reports to be submitted to the maintenance in-charge.	
12	Record of replacement of spares & consumables machine-wise to be maintained and reported to the maintenance in-charge monthly.	

13	Breakdown history of each machine tool / equipment shall be maintained by filling individual history card. History card for each machine to be maintained at machine tool itself.	
14	Break-down analysis should be performed quarterly.	
15	Satisfactory working of each repaired machine / equipment shall be certified by the user and to be checked by maintenance in-charge in the break-down report.	
16	In case of critical machine tools, satisfactory working of each repaired unit shall be inspected and approved by maintenance in-charge in the break-down report.	
17	Break-down calls directly received from users/ in-charge or his representatives during 2 nd shift on emergencies shall be attended.	
18	The contractor shall hand over all the machine tools / equipments in working condition to the satisfaction of the in-charge at the end of the contract period. Otherwise, maintenance charges for the total idle period or repair cost of the machine tool(s) / equipment (s) whichever is greater shall be recovered from the contractor.	
19	Necessary tools and measuring instruments to upkeep all the machine tools / equipment is under the contractor's scope.	
20	ISO 14001 & OHSAS 18001 shall be complied with as BHEL is certified for these.	
21	All breakdowns shall be attended at BHEL works only.	
22	Random workshop inspection will be done by BHEL representatives.	
23	All scrap material like electrical & mechanical consumables & spares, waste lub. Oil, waste coolant, fused bulbs & tubes etc. should be separately stored and handed over to scrap yard after inspection by maintenance in-charge.	
24	Lub. Oils consumption records shall be maintained. % Wastage should be decreased year by year as per BHEL prescribed norms. Lub. Oil will be issued after return of waste oil as per norms prescribed by BHEL (Presently, one barrel fresh oil will be issued on return of half barrel waste oil).	
25	Change / Top up of oils / coolants / cutting oil / grease are in the scope of the contract.	
26	Oiling / greasing points markings to be renewed / maintained on machines with colour codes.	
27	All machines / equipments and their surroundings should be maintained neat and clean. General house-keeping and chips removal is under BHEL scope.	
28	Oils / coolants should be properly stored and its surroundings should be maintained clean.	
29	The general conditions of contract of BHEL (enclosed) shall also apply to this tender to the extent they are not inconsistent with any of the conditions stipulated herein.	
30	During the contract period if any new machines are added in respective shops, they also shall be maintained by the vendor at no extra cost.	
31	Any point not covered in the agreement, if comes up, will be mutually, solved in the best interest of the work.	
32	<u>The contractor may visit BHEL works to see the machines / equipment proposed for AMC.</u>	
33	<u>Lodging & Boarding facilities for the contractor personnel are at Contractor's scope. BHEL is not responsible for this.</u>	
34	<u>Material handling facilities such as crane, battery truck, slings, lifting tackles etc. along with operator, consumables like cleaning solvents, cotton waste etc. and utilities like electric power, compressed air etc. shall be provided by BHEL for the works performed at BHEL works</u>	
35	Overall lowest offer will be considered and not item-wise lowest offer.	
36	REVERSE AUCTION (NO TIES) : Reverse Auction will be conducted on-line among techno-commercially qualified parties (including pre-qualification requirements) through our service provider to arrive at optimum cost. Offers from contractors accepting for reverse auction only will be considered for evaluation. Other offers will be rejected. Business rules of reverse auction can be obtained from BHEL.	
37	EARNEST MONEY DEPOSIT (EMD) : Earnest Money Deposit (EMD) of Rs.1,50,000/- shall be deposited to BHEL account by the bidder along with the offer. Offers without EMD will be rejected and will not be considered for evaluation.	
38	SECURITY DEPOSIT (SD): Successful bidder has to deposit Security Deposit before commencement of the work as per clause 8.2 of BHEL Works policy.	
	PAYMENT TERMS :	

39	Payment will be made after each successful month against bill endorsed by contract executing officer. Payment will be made within 90 days of submission of the bills. In case of SSI Units (valid proof to be submitted), payment will be made within 45 days as per Government guidelines.	
40	PENALTY : Penalty will be charged proportionately for respective number of machines, if availability (down time is attributed to deficiency of service of the contractor) of machines is less than 97%. a) For example, 2 machines availability is less than 97.0% in a particular month, penalty shall be levied at 2/79 of the total contract value per month (Total no. of machine tools : 79). Penalty shall be computed only in cases of deficiency of service or where the down time is attributed to failure of the contractor. The maximum cumulative penalty shall be limited to 10% of the total contract value for that month. b) Vendor should deploy the prescribed man power within 21 days on receipt of work order otherwise EMD will be forfeited. c) Any short supply of man power will attract penalty @ 0.5% per week per person on the contract value to a maximum extent of 10%. d) If the vendor's performance is found to be unsatisfactory either on account of deficiency of service or on account of deployment of manpower, BHEL reserves the right to terminate the contract.	
41	FORCE MAJEURE CLAUSE: The contractor shall not be liable for any breach or non performance or delay in carrying out any of the obligation contained in this contract including the servicing/repairing of machine tools / equipments as a result of strike/s, lockout/s industrial labour disturbance/s, fire/accidental damage/s, restriction imposed by the Government, riot, war or any condition arising from similar cause/s.	
42	The enclosed Electronic Funds Transfer Format shall be submitted along with offer. All payments, even return of EMD (for unsuccessful bidder) will be made by EFT only as per CVC guidelines.	
43	Initially the contract is for a period of 1 year. On satisfactory performance. the contract can be extended for one more year.	
44	Any maintenance activity related to Electronics – will be taken up by BHEL-M&S Electronics dept. Nature of fault (Electronics maintenance related) to be informed to M&S-Electronics dept. by vendor.	
45	Lighting load connected to machines is in the scope of vendor.	
46	Any electrical maintenance pertaining to incoming supply to machine, from nearby breaker is in the scope of vendor.	

Signature of Tenderer

Annexure-1

Similar works definition :

The above experience of Machine supply / Reconditioning / AMC should be on medium and / or heavy category machines of type mentioned below (minimum requirement).

- a) CNC Vertical lathe of table dia.1200 mm. Eg. OM-40 of OM, Japan make.
or
- b) CNC Horizontal Boring Machines of spindle dia130mm. Eg. WD-130 CNC
or
- c) CNC machining center with table size of 500mm x500mm, with 'Automatic Tool Changer (ATC)' and 'Automatic Pallet Changer (APC)'
or
- d) CNC lathe with specification of ' between centers' 1200mm.
or
- e) CNC Press of 50T capacity.

Annexure-2

LIST OF MACHINES IN 03 - SWITCHGEAR										
S.No	WC	WP	MACHINE DESCRIPTION	Model	Make	ASSET NUMBER	Type of machine	YEAR OF COMISSION	YEAR OF RETROFIT	COMPLEXITY
1	3440		SB CNC LATHE MACHINE			03-1419	CNC	1987		30
2	3440		FNC-1 LATHE MACHINE			03-1422	CNC	1987	2009	40
3	3440		FNC-2 LATHE MACHINE			03-1428	CNC	1988		40
4	3440		5TC 25 LATHE MACHINE			03-1433	CNC	1989	2010	12
5	3440	4818	CNC MACHINING CENTER	HMC150	HMT, INDIA	03-1401	CNC	1979	1996	80
6	3440	3114	LOVRE PUNCHING		SOM MECHAN	03-1458	CNC	1997	2000	12
7	3440		RIPPLE FORMING M/C		SOM MECHAN	03-1459	CNC	1997	2000	14
8	3440	2817	GAS CUTTING MACHINE	ZINSER FC	ZINSER, INDIA	03-1476	CNC	2001		10
9	3440	4820	CNC VERTICAL M/C CENTER	VF5CNC	HAAS	03-1480	CNC	2002		65
10	3440	4821	CNC HORIZONTAL M/C CENTER	DMC80H		03-1481	CNC	2003		80
11	3440	1616	VACCUM BRAZING			03-1456	CONVENTIONAL	1994	2008	15
12	3440	9712	INDUCTION HEATER	IND-HT	Kirloskar	03-1248	CONVENTIONAL	1975		10

LIST OF MACHINES IN 70 - PUMPS										
S.No	WC	WP	MACHINE DESCRIPTION	Model	Make	ASSET NUMBER	Type of machine	YEAR OF COMISSION	YEAR OF RETROFIT	COMPLEXITY
1	3450		CNC HORIZONTAL BORING M/C	WHN13.8	SKODA, CSSR	70-1178	CNC	1991		80
2	3450	4291	CNC VERTICAL LATHE	SKS12	TOS HUILIN, Czech	70-1170	CNC	1990	2005	60
3	3450	4779	CNC DRILLING M/C	BR6	BATLIBOI, INDIA	70-1169	CNC	1989	2000	17
4	3450	4310	CNC CENTER LATHE	ST200U	HMT, India	70-1192	CNC	2002		30
5	3450	4317	CENTER LATHE (NEW)	L45	HMT, India	70-1198	CNC	2005		22
6	3450	4844	CNC HORIZONTAL BORING	MS5RAM-2	JUARISTI, Spain	70-1200	CNC	2005		110
7	3450	4293	CNC VERTICAL LATHE	TG-25	MARIO CARNAGHI	70-1199	CNC	2005		80
8	3450	5325	CNC VERTICAL MILLING	VMC200	HMT, PINJORE, Ind	70-1206	CNC	2006		65
9	3450		Automatic Welding machine (Robo weld	Primo Weld	Primo Automator	70-1207	CNC	2006		35
10	3450		SB CNC LATHE	CNC60	HMT, India	70-1216	CNC	2009		30
11	3450	5646	SEGMENTAL GRINDING M/C	RVH/SP 2000	MGI STEFOR, Italy	70-1219	CNC	2009		
12	3450	4143	CENTER LATHE (OLD)	L45	HMT, India	70-1165	Retrofit CNC		2002	22
13	3450	4825	CNC HORIZONTAL BORING M/C	WD130	SKODA, CSSR	70-1110	Conventional with Retrofitted drives/PLC system		08-Jun	110
14	3450	4233	Vertical Turning and Boring machine	Homma25	Homma, Japan	70-1153	Conventional with Retrofitted drives/PLC system	1980	2004	80
15	3450		Vertical Turning and Boring machine	BV 12	HEC-Ranchi, India	70-1062	Conventional with Retrofitted drives/PLC system		1997	50
16	3450	5538	Cylindrical Grinding	RUS 6000	Italy	70-6091	Conventional with Retrofitted drives/PLC system	1984	1997	40
17	3450		HORIZONTAL BORER	WD100	SKODA, CSSR	70-1063		1974		22
18	3450	4223	VERTICAL BORING MACHINE	BV-12	HEC-Ranchi, India	70-6063		1984		50
19	3450	4223	SK-12 VERTICAL LATHE	SK12	SKODA, CSSR	70-1013		1966	1982	50
20	3450	4133	LATHE MACHINE	SU 63A-1	Czech	70-1006		1966		20
21	3450	4133	LATHE MACHINE	SU 63A-2	Czech	70-1007		1978		20
22	3450	4143	TURNING LATHE MACHINE	SU 90A	Czech	70-1010		1966		30
23	3450	4662	RADIAL DRILLING MACHINE	VR-10A	Czech	70-1018		1966		22
24	3450	5533	GRINDING MACHINE	G22	HMT, India	70-1183		1990		20
25	3450	4652	DRILLING MACHINE	RM 65	HMT, India	70-1161		1978		18
26	3450	4645	DRILLING MACHINE	RM 62	HMT, India	70-1136		1977		18
27	3450	4131	LATHE MACHINE	B-32	HMT, India	70-1146		1978		10
28	3450	4127	LATHE MACHINE	LB 20	HMT, India	70-1001		1980		12
29	3450		LATHE MACHINE	NH 26	HMT, India	70-1211		2008		16
30	3450		PORTABLE DRILLING MACHINE	BPR 50	Batliboi, India	70-		1998		10
31	3450	4657	PORTABLE DRILLING MACHINE	VOM 50	Czech	70-1164		1988		10
32	3450		WEILER DRILLING M/C	VO-104	Czech					
33	3450		GANTRY DRILLING & MILLING M/C	FRF 250-V/A6	Czech					
34	3450		CNC lathe & Milling	FEM 1000	FEM Poland					
35	3450		CNC Lathe	(PL 850U)	PROTECK, India					
36	3450		Vertical Milling machine	BFCV-15	Batliboi, India					
37	3450	4928	SLOTING M/C	CH-25	COOPER, INDIA	70-1134				
38	3450		GRINDER		NEI	70-1130				
39	3450		CARBIDE TIPPED TOOL GRINDER		PELMA	70-1133				
40	3450		GPC 28C	GPC 28C		70-1162				
41	3450		DRILL POINT GRINDER		ADDISON	70-1142		1977		

LIST OF MACHINES IN 01 - GT (Bay7)										
S.No	WC	WP	MACHINE DESCRIPTION	Model	Make	ASSET NUMBER	Type of machine	YEAR OF COMISSION	YEAR OF RETROFIT	COMPLEXITY
1			WD200 HBM CONVECTIONAL			01 2008	Conventional			140
2			WD130-2 CNC HBM			01 2146	CNC	1991		110
3			WD130-1 CNC HBM			01 2138	CNC			110
4			WOTAN CNC HBM			01 2011	CNC	1979		110
5			DR10 RADIAL DRILLING MACHINE			01 2006	Conventional			22
6			OM 40 CONVECTIONAL VERTICAL LATHE			01 2010	Conventional			120
7			OM 16 CNC VERTICAL LATHE			01 2113	CNC			55
8			OM 40 CNC VERTICAL LATHE			01 2213	CNC	2003		120
9			LODI MAKE SURFACE GRINDING MACHINE				Conventional			17
10			RM 65 RADIAL DRILLING MACHINE			01 2002	Conventional			18
11			PORTABLE DRILLING MACHINE				Conventional			10
12			PRAGA CNC MACHINING CENTER			01 2126	CNC			65
13			HMC 1000 MACHINING CENTER			01 2129	CNC	1990		110
14			MONFORTS CNC LATHE			01 1392	CNC			40
15			SB CNC LATHE			01 1390	CNC			30
16			MAXMULLER CNC LATHE			01 2115	CNC			30
17			OKK CNC MACHINING CENTER			01 1623	CNC			65
18			ZT 800 5 AXIS CNC MACHINING CENTER			01 2174	CNC			180
19			SIP JIG BORING MACHINE			01 2197	CNC			160
20			TOS PRIME CNC MACHINING CENTER			01 2222	CNC			80
21			EMD EXERON-1			01 2236	Conventional			65
22			EMD EXERON-2			01 2235	Conventional			65
23			MAGERLEE CREEP FEED GRINDING MACHINE-1			01 813	Conventional			80
24			MAGERLEE CREEP FEED GRINDING MACHINE-2			01 814	Conventional			80
25			EMD CONVENTIONAL			01-	Conventional			50
26			WHN 13.8 CNC HBM			01-2139		1991		

LIGHTING LOAD & ELECTRICAL APPLICATION (01-Bay7 (GT Bay))

	FLUORESCENT FITTINGS,4'	30 nos	
	FLUORESCENT FITTINGS,5'	40 nos	
	CEILING FANS	10 nos	
	BRACKET FANS & EXHAUST FANS	10 nos	
	MAN COOLERS & PEDESTAL FANS	15 nos	

Annexure-3

Qualification and Experience of personnel:

- Engineer: A Bachelor's degree with 3 yrs. of experience OR a diploma in engineering with 8 yrs. of experience.
- Supervisor: A diploma with 5 yrs of experience OR ITI with 8 yrs of experience.
- Fitter: ITI with 3 yrs of experience.

Note: Experience in machine tool maintenance is only considered.

Signature of Tenderer



**BHARAT HEAVY ELECTRICALS LIMITED
RAMACHANDRAPURAM: : HYDERABAD-32**

TENDER NOTICE

No. M&S/P&C/2012/010

Date: 26.03.2012

1. Sealed Tenders should be dropped in new vendor complex tender box in Bharat Heavy Electricals Limited, Ramachandrapuram, Hyderabad-32 up to **11.00** hours on **25.04.2012** for the work of “**Outsourcing AMC of Area maintenance activities of 03, 70, 01 (Bay-7) shops manufacturing centres for two years- works contract**” at BHEL Ramachandrapuram, Hyderabad-32, A.P. Tenders (Technical bid) will be opened on the same day after 13.30 hours in new vendor complex. The tenderers or their agents are expected to be present at the time of opening of the tenders. The tender receiving officer will attest over writings or corrections, if any, therein on opening such tender, in the presence of the tenderer's who may be present at the time. Tender forms and other particulars regarding the proposed work can be downloading from www.bhel.com / tender notification during tender period. Or can be obtained on any working day from 09.00 to 14.00 hours upto **24.04.2012** on payment of the prescribed sum of **Rs 1000.00** per set as non-refundable.
2. Tenders must be submitted in sealed covers and should be addressed to the Manager / M&S (P&C), 02 Annexe Ground Floor, BHEL Ramachandrapuram, Hyderabad – 32, the name of the tenderer and the name of the work being displayed on the cover.

If the tender is made by a individual, it shall be signed with his name and his full address shall be given, If it is made by firm, it shall be signed with the co-partnership name by a member of the firm, who shall also sign his own name and the name and address of each member of the firm shall be given. If the tender is made by a corporation, it shall be signed by a duly authorized officer who shall produce with his tender, satisfactory evidence of his authorization. Such tendering corporation may be required before the agreement is executed, to furnish evidence of its corporate existence.

3. Each tenderer must pay as **Earnest Money Deposit**, a sum of **Rs. 2,00,000/-** and enclose with his tender the receipt endorsed accordingly. The Earnest Money prescribed for this work may be offered in any of the following forms duly pledged to the Accounts Officer (CASH), B.H.E.L., Ramachandrapuram, Hyderabad-32.
 - a) Bankers cheque / Demand Draft.
 - b) One time deposit available in BHEL, R.C.PURAM – should be within validity date.

The Earnest Money will be refunded to the unsuccessful tenderer after the intimation of rejection of the tender is sent. The Earnest Money will be retained in the case of the successful tenderer and get converted as a part of security Deposit for the due performance of the contract and in either case will not carry any interest. It will be dealt with as provided in the conditions attached to the tender.

When a tender is to be accepted, the tenderer whose tender is under consideration, shall attend the Office of Manager / M&S (P&C) upon written information to him. He shall forth with upon intimation being given to him by the Manager / M&S (P&C) of acceptance of his tender, complete the execution of the agreement by signing all documents connected there with, Failure to do so shall entail forfeiture of the Earnest Money Deposit.

Signature of Tenderer

4. EMD by the Tenderer will be forfeited as per Tender Document if.
 - i. After opening the tender, the bidder revokes his tender within the validity period or increases his quoted rates.
 - ii. The tenderer does not commence the work within the period as per LOI / Contract. EMD shall not carry any interest.

If only a part of the work as shown in the tender is awarded, the amount of Earnest money will be forfeited with regard to the estimated cost of the work so awarded.

5. Tenderers shall pursue carefully the instructions laid in General Conditions of the contract and all other relevant documents before tendering for the work. The approximate quantity of work to be executed under each class is given in Schedule, Annexure-II. The quantities are given with a view to enable the tenderer to quote his overall rate to each clause of work in the tender form and for a uniform comparison of tenders. It shall be definitely understood that the Bharat Heavy Electricals Limited, does not accept any responsibility for correctness or completeness by commissions, deductions or additions at the discretion of accepting authority.
6. BHEL reserves the right to reject any tender or part thereof or all the tenders without assigning any reasons thereof.
7. Tenders not submitted in proper form or in due time will be rejected.
8. The offer shall be valid for a period of **90 days** from the date of opening of the tender.
- 9a. Security Deposit should be collected from the successful tenderer.
The rate of Security Deposit will be as below:

Upto Rs. 10 lakhs	: 10%
Above Rs. 10 lakhs upto 50 Lakhs	: Rs. 1 lakh + 7.5% of the amount exceeding Rs10 Lakhs
Above Rs. 50 lakhs	: Rs. 4 lakhs + 5% of the Amount exceeding Rs. 50 lakhs

If the work is awarded, the agency has to pay 50% of SD in advance on contract value before commencement of work after adjusting of EMD amount.

- 9b. Security Deposit may be furnished in any one of the following forms.
 - i) Cash (as permissible under the Income Tax Act)
 - ii) Pay Order, Demand Draft in favour of BHEL.
 - iii) Local cheques of scheduled banks, subject to realization.
 - iv) Securities available from Post such as National savings Certificates, Kisan Vikas Patras etc. Certificates should be held in the name of the contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back.
 - v) Bank Guarantee from schedules Banks / Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
 - vi) Fixed Deposit Receipt issued by scheduled Banks / Public Financial Institutions as defined in the companies Act. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.
 - vii) Security Deposit can also be recovered at the rate 10% from the running bills. However in such cases at least 50% of the Security Deposit should be collected before start of the work and the balance 50% may be recovered from the running bills.
 - viii) EMD of the successfully tender shall be converted and adjusted against the security deposit.

Signature of Tenderer

NOTE: Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be adjusted to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.

9c. Security Deposit shall not be refundable to the contractor except in accordance with the terms of the contract.

9d. The Security Deposit will be released along with the final bill or after completion of maintenance period for the work, whichever will be later.

TENDER FOR THE WORK

I/We _____ do hereby tender to execute works of the under mentioned description and in accordance with the conditions noted below in consideration of payment being made for the quantity of work executed at the respective rates specified in the following schedule.

I / We hereby distinctly and expressly declare and acknowledge that before the submission of my / our tender I / We carefully followed the instructions in the tender notice and have read the Andhra Pradesh Standard specification and the clauses of the preliminary specifications and that I /We have made such examination of the contract documents and of the specifications etc., and of the location where the said work is to be done and such investigation of the work required to be done and in regard to the material required to be furnished as to enable me/us thoroughly to understand the intention of same and the requirements, covenants, agreements, stipulations and restrictions contained in the contract and in the said specifications and distinctly agree that I /We will not hereafter make any claim or demand upon the Bharat Heavy Electricals Limited based upon or arising out of the said requirements, covenants, agreements, stipulations, restrictions and conditions.

Signature of Tenderer

TENDERER'S AND CONTRACTOR'S CERTIFICATE

1. I hereby declare that I have perused in detail and examined closely the Andhra Pradesh Standard Specifications and its addenda volume and also BHEL General Conditions of contract. I agree to be bound by and comply with all specifications contained in Andhra Pradesh Standard Specification and General Conditions of contract, for the various items of works specified in the Schedule, Annexure-II and the work as a whole.
2. I hereby declare that I shall pay the statutory minimum wages to my workers as applicable from time to time. I shall also adhere to all the statutory obligations under Contract Labour (Regulation and Abolition) Act 1971 and Rules framed there under with subsequent revisions if any .
3. The daily wage rate of labour applicable as on date from 01.10.2011 is as follows as per Sr Manager (HR-IRX) Ref. No. HR/IR/CL/DA/2011 Date: 15.12.2011

Unskilled worker	-	Rs. 336.65 / Per day
Semi Skilled Worker	-	Rs. 368.30 / Per day
Skilled Worker	-	Rs. 399.42 / Per day

4. The Contract / Job Executing Officers are required to ensure that Contractor pays the 'Daily Wages' as shown above to their workforce w.e.f 01.10.2011 along with PF & ESI Contributions may also be ensured. In case, the workforce is engaged on over time by the contractor, they have to be paid double the wages. The workforce are also entitled for Holidays which are applicable to BHEL and 1 day leave of every 20 days of working and payment of bonus 20% on monthly wage under the payment Act 1965.
5. PF & ESI at the rate of 12% and 1.75% respectively on the daily wages are to be deducted as Employee's contribution. Further, Contractor shall pay 12% PF and 1.61% Administrative charges towards PF and 4.75% towards ESI as Employer's contributions. The contractor shall remit the above contributions along with Employee's contribution to PF & ESI departments and file monthly returns by 20th of every following month. Contractor shall also provide 2 pairs of uniform, shoes and other personal protective equipment's wherever applicable to their workforce.
6. Any increase in rate of DA / Wage hike shall not be reimbursed to the contractor. Contractor shall anticipate such hike, and quote in the tenders.
7. Wages & allowance payments to labour should be directly credited to workers bank accounts by the contractor

Signature of Tenderer

CONTRACTOR'S OBLIGATIONS

A) CONTRACTUAL

- a. Contractor shall decide the number of employees to be deployed for execution of the work awarded to him and he or his authorized representative will be solely entitled to dictate such workers about the manner of carrying out the work as per the prescribed specifications and quality plan.
- b. Contractor shall supervise the work allotted to him and to be carried out by his employees.
- c. Contractor to ensure that the employees deployed in the premises of BHEL are physically and mentally fit and do not have any criminal record. Such employees should possess requisite skill, proficiency, qualification, experience etc.
- d. Contractor to maintain appropriate records of his employees deployed to carry out the job(s).
- e. Contractor should issue appropriate appointment letters to his employees.
- f. Contractor to provide employment card / identity card with photograph duly verified and attested by the Contractor to his employees. Contractor to indicate the name of the proprietary / partnership firm / company, place of work, contract number and duration of validity of card.
- g. Contractor will be responsible for the good conduct of his employees. In case of any misconduct / misbehavior by any employee, the contractor will replace such employee(s) immediately.
- h. Contractor will ensure that the job is executed through his employees on his rolls and under no circumstances the contractor will deploy any casual employee to carry out the job nor shall sub-contract the job without prior written permission.
- i. Contractor will keep watch on his employees and he will be liable for any pilferage / loss to BHEL due to acts of omission and commission by his employees. Similarly, liability for any compensation to outsiders on account of any act of omission and commission by the employees deployed by the contractor shall lie exclusively with him.
- j. Contractor to provide safety appliances and safety shoes to his employees. The contractor shall be responsible and safety regulations as applicable.
- k. The contractor shall be responsible for providing two pairs of uniform including stitching charges, a pair of shoes and one cap.
- l. The contractor has to provide a distinct uniform different from BHEL employees. The Uniform should have logo of the Contractors firm / company. The uniform shall be kept in neat, tidy and wearable condition. Wherever necessary, the Cap shall be integral part of the uniform.
- m. Contractor to ensure that all precautions are taken for safety of his employees and equipment's.

Signature of Tenderer

- n. In the event of termination of contract for any reason whatsoever, the contractor shall withdraw all his employees from the establishment of BHEL. In case contractor decides to terminate services of his employees, he should settle all terminal dues including retrenchment compensation.
- o. Contractor shall provide to his employees all tools, tackles and equipments and maintain the same to carry out the job under the contract at his cost and if necessary contractor may take insurance policy of his men, material, equipments and tools and tackles.
- p. Contractor shall provide safety appliances and maintain the same at his own cost which may be required under the statute or otherwise.
- q. Contractor shall provide material at his cost as mentioned in the contract to his employees for carrying out the job.

B) TOWARDS STATUTORY LIABILITY

- a. All statutory requirements under Minimum Wages Act 1948 Payment of Wages Act 1936 Workmen Compensation Act 1923, EPF & MP Act 1952, Payment of Gratuity Act 1972 ESI Act, 1948, the Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act, Service Tax Act and all other applicable Acts shall be complied with by the contractor.
- b. Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.
- c. Contractor shall ensure payment of statutory prescribed minimum wages as applicable from time to time in the presence of authorized representative of BHEL and maintain proper records of their timely disbursement. These records need to be preserved for a period of at least 3 years and should be made available even after the contract is over for any verification by the statutory authorities / BHEL authorities.
- d. Contractor to provide PF pass book to his employees and ensure payment of PF, EDLI, pension dues under EPF & MP Act 1952 to the RPFC.
- e. Contractor shall ensure payment of ESI contribution under ESI Act 1948 and provide ESI membership No / Card of each employees.
- f. Contractor shall produce proof of deductions as well as remittances of PF, EDLI, Pension, ESI contribution, administrative charges etc., wherever applicable and shall maintain proper records. Contractor to issue wage slips to his employees.
- g. Contractor shall furnish proper returns to the concerned statutory authorities and provide a copy of the same to BHEL.
- h. Contractor shall be solely responsible for non-payment / delayed payment of wages / DA, contributions under EPF & MP Act, ESI Act etc.

Signature of Tenderer

- i. In case the contractor fails to make payment of wages to his employees or remittance of contribution to the concerned authorities, the security deposit / other dues / running bills under the contract can be utilized by BHEL to discharge the liability of the contractor.
- j. Contractor shall indemnify BHEL against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.
- k. The liability for any compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor.
- l. Contractor to obtain insurance cover for his employees / equipment, tools and tackles etc and take third party risk insurance coverage at his own cost. BHEL shall not be responsible for any loss, damage pilferage of his property and / or his employees.
- m. Contractor should have independent code numbers / exemptions under EPF & MP Act 1952 and ESI Act 1948 and shall cover his employees under the said codes.
- n. Payment of bonus under the Payment of Bonus Act Payment of gratuity under the Gratuity Act, and retrenchment compensation under Act will be the sole responsibility of the contractor.
- o. Over and above the daily wage rate, payment shall be made for leave with wages.
- p. Contractor shall observe Provisions of the Factories Act in respect of working hours, holidays, rest intervals, leave and over time to his employee. No work shall be done on second / third shift, overtime, Sundays or on other declared holidays without written permission.
- q. In case a contractor employs women as employee he will discharge his obligation under law in respect of such women workers such prohibition of engaging them during night hours, prohibition of employing them for more than 9 hours per day, provision of crèche facility, grant of maternity leave as per rules etc.
- r. Contractor shall be responsible for making payment of wages before expiry of 7 days from the last day of wage period and to ensure disbursement of wages in the presence of the authorities representative of contract operating division who shall record under his signature at the end of entries in the Register of wages.
- s. Contractor to obtain license under CL (R&A) Act 1970.
- t. The L1 agency should submit Labour License from the Office of the Asst.Labour Commissioner (Central) located at ATI Campus, Vidyanagar, Hyderabad 500 007, at the time of execution of work.

GENERAL TERMS & CONDITIONS (Part-2)

1. The contractor shall comply with the following general terms conditions and special instructions.

Signature of Tenderer

2. The contractor shall fully comply with the following enactment's:
 - a. Contractor Labour (R&A) Act, 1971.
 - b. Wage Rates not less than that notified by State Labour department from time to time.
 - c. Payment of Wages Act.
 - d. ESI Act, 1948.
 - e. EPF Act, 1952.
 - f. Workmen's Compensation Act, 1923.
 - g. The company's instructions as issued from time to time in regard to working hours, wages, leave, holidays etc.

3. The Contractor shall obtain license from the Assistant Labour Commissioner (Central), or appropriate Government if he engages 20 (Twenty) or more workmen only.

4. The contractor shall produce the following Registers and forms before commencement of work, for verification by the Executing Officer of the company.
 - a. Form XIII - Register of workmen employed by contractor (Rule 75).
 - b. Form XIV - Employment card issued by contractor (Rule 76).
 - c. Form XVI - Muster Roll (Rule 78 (1) (a) (i)).
 - d. Form XVII - Register of Wages (Rule 78 (1) (a) (i)).
 - e. Form XVII - Register of wages - cum Muster Roll (in case of weekly payment).
 - f. Form XIX - Wage slip (Rule 78 (b)).
 - g. Form XX - Register of deduction for damages or loss (Rule 78 (1) (a) (ii)).
 - h. Form XXI - Register for fines (Rule 78 (1) (a) (ii)).
 - i. Form XXII - Register of advances (Rule 78 (1) (a) (ii)).
 - j. Form XXIII - Register of overtime (Rule 78 (1) (a) (iii)).
 - k. Form XXIV - Register to be sent by the contractor to licensing officer (Rule 82) (1).

The contractor shall maintain the above neatly, completely and legibly for inspection by various statutory authorities and the company officials even at short notice.

5. The contractor shall observe
 - a. Weekly rest day.
 - b. The company list of holidays.

6. Contractor shall obtain complete bio-data of the labour, employment certificate and Antecedent verification in the prescribed form for each labour and supervisor engaged by him and shall submit the same to the Personnel Department / IR section through the contract executing officers before commencement of the work.

7. The Entry permits are to be issued to the Contract Labour by Assistant Commandant / CISF (Plant), based on the requisition submitted by Contract Executing Officer and forwarded by Dy. General manager / Personnel.

8. Every contractor shall submit a notice regarding commencement and completion, of work in form – VI A&B [Rule 25 (VIII) & 81 (3)] to Personnel Department, IR section through his contract executing officer, for forwarding the same to State Labour Department.

9. The contractor shall make himself or his representative available at the work spot every day during execution of work, for effective supervision.

Signature of Tenderer

10. The contractor shall attend to all inspections notified / conducted by the Personnel Department, Labour Department, P.F. authorities. Factory Inspectors ESI Inspectors, or any other such authorities under the act.
11. Non – compliance of any provisions under the act/ rule/instructions / guidelines shall make the contractor liable for penal action including termination of contract.
12. Contractor shall furnish in a separate letter his place of residence and postal address. The delivery at the above named place or posting in a Post box regularly maintained by the post and telegraph Department or sending letters registered for acknowledgement of any notice, letter or other communication to the contractor. Change in address shall come into force at any time by an instrument executed by the contractor and delivered to the Company official who has signed the contract.
13. The contractor must satisfy himself by personal study and examination of the drawings / specifications furnished and understand thoroughly the scope of proposed work in detail and all conditions affecting the work before entering into the contract. There shall not be at any time dispute / complaint of any misunderstanding with regard to scope of work and interpretation of specifications or any misunderstanding with regard to nature or commission of the work to be done not shall any application for compensation in terms of time and money shall be accepted by company regarding the above.
14. Contractor shall in his absence keep competent agent constantly on the works and any directions or explanations given by the “Contract Signing Officer” or his representative to such agent shall be held to have been given to the contractor himself.
15. Contractor on the advice of company official shall immediately remove any person employed by him, who may in the opinion of the company official is incompetent or misconducts himself and such persons shall not be again employed on the works without permission of the company official.
16. The contractor shall erect and maintain at his own cost temporary weather proof sheds at such places approved by the company for keeping materials under cover.
17. The contractor shall give all notices required by the acts regulations, bylaws, legal acts and pay all fees in connection therewith unless and otherwise arranged and decided in writing with the company. He shall also ensure that no attachments are made against materials or work forming part of or for the use of the contractor. In all such cases, contractor shall protect and indemnify the company against any claim or liability arising from or based on the violation of any such laws, ordinances, regulations ,orders, decrees or attachments either by himself or by his employees,
18. It shall be contractor’s sole responsibility to protect the public and his employees against accident from any cause and provide required safety equipment’s and shall indemnify, the company against any claims for damages for injury to the person or property resulting from any such accidents and shall, where the provisions of the workmen’s compensation act apply, take steps to properly insure against any claims there under.
19. In the event of any accident in respect of which compensation may become payable under the workmen’s compensation act. VIII of 1923 whether by the contractor or by the company as principle employer, it shall be lawful for the company to retain out of monies due and payable to the contractor such sum or sums of money as may, in the opinion of the company shall be final in regard to all matter arising in this clause.

Signature of Tenderer

- 20.No work shall be done on Sundays or on other declared holidays of the company without the written permission of the company officer in-charge of the work. The contractor shall comply with the provisions of the Factories Act Rules framed there under if the same are applicable.
- 21.The contractor shall keep his work place clean and safe to avoid injuries to men and damage to finished products / equipment's.
- 22.On the occurrence of an accident, which results in the death of any of the workmen employed by the contractor or which is so serious as to be likely to result in the death of any such workmen, the contractor shall within 24 hours of the happening of such an accident intimate in writing to the company official in charge of the work.
- 23.The contractor shall indemnify the company against all losses or damages sustained by the company resulting directly or indirectly from his failure to give intimation in the manner aforesaid including the penalties or dues if any and become payable by the company, as a consequence of failure, the company to give notice under the workmen's compensation act or otherwise confirm to the provisions of the said act in regard to such accident.
- 24.The contractor shall ensure adherence to all statutory requirements applicable to BHARAT HEAVY ELECTRICALS LIMITED,
RAMACHANDHRA PURAM,
HYDERABAD - 502032.
- 25.The contractor shall ensure abidance by all the labour laws especially including contact labour (R & A) Act, payment of wages Act, workmen's compensation act, minimum wages Act ESI Act and Provident Fund Act as amended from time to time.
- 26.The contractor shall comply with provident Fund Act either through PF code allotted to him are by the code provided by PF Department to work Centers in the factory of B.H.E.L. Ramachandrapuram, Hyderabad -502032
- 27.Notwithstanding the clause, in case of any financial loss incurred by the company on account of contravention of the Provident Fund regulations or any regulations of rule touching the same by the contractor, the contractor shall submit an undertaking to indemnify the company to the extent of the loss incurred by the company.
- 28.The contractor should engage only those labourers who shall be more than 18(eighteen) years of age.
- 29.The contractor shall not resort to sub-contracting under any circumstances. If found subcontracting at a later date, BHEL reserves the right to take whatever action it deems fit, including cancellation of the contract.
- 30.The contractor shall provide the required safety equipment to the labours engaged by him.
- 31.Contractors shall issue "Employment Card" as per statute to all the labour and supervisors covered under the job work contract.
- 32.The contractor shall be responsible to settle any grievances of the labour deployed by him.

Signature of Tenderer

33. Whenever the term "CONTRACTOR" is used, it shall be understood to refer to the particular person, firm or corporation with whom an agreement has been made by the concerned company official for executing the work defined in the concerned agreement and for the purpose of instructions regarding compliance with contract conditions, it shall include the contractor's authorized agents, who are entrusted with the work by contractor.
34. The quantities mentioned in the agreement schedule are worked out from the relevant drawings in the company and may not be the actuals required for execution.
35. The company does not expressly or by implication agree that the actual amount of the work to be done shall correspond there with, but reserves the right to increase or decrease the quantity of any class or portion of the work as he deems necessary.
36. All the works shall be carried out in accordance with the directions and to the satisfaction of the company official in accordance with the drawings, specifications and instructions. Supplementing or explaining the same as may from time to time shall be done by the company official.
37. For all modifications, omissions or additions to the approved drawings and specifications, the company shall issue revised plans or written instructions and no modifications, omission or addition shall be made unless so authorized and directed by the company in writing at any time before completion of the work.
38. The company shall have the privilege of ordering modifications, omissions, or additions at any time before completion of the work.
39. All materials, articles, and workmanship shall be the best of their respective kinds for the class of work described in the contract specifications and schedule and materials to be obtained by the contractor shall be from sources approved by the company.
40. Sample of materials shall be furnished by the contractor at his expense to the company when called for before execution of any work.
41. The company shall have power to reject at any stage, any work which is considered to be defective in quality of materials or workmanship and shall not be debarred from rejecting wrong material by reasons of having previously passed them in an unworked condition. Any portion of the work or materials rejected or pronounced to be inferior or not in accordance with specifications shall be taken down and removed from the work site at the contractor's expenses.
42. The decision of the company shall be final and binding on the contractor on all technical questions which may arise in the contract with respect to material, workmanship, removal of improper work, interpretation of the working drawings, specifications, notes, procedures etc.
43. The decision of the "Contract Signing Officer" or any officer deputed by him duly authorized on his behalf, in respect of the rate of progress and the quality of work or material shall be final.
44. Contractor shall be deemed to have included in his tender price of all the plant. Machinery and appliances required for the purpose of all operations connected to secure a satisfactory quality of work within the opinion of the company will ensure the completion of the work within the time specified.

Signature of Tenderer

45. If at any time, during the progress of work or any part of it such methods or equipment appear to the company official to be insufficient or inappropriate for ensuring the quality of work required or rate of progress, he may order the contractor to increase their efficiency or to improve their quality of work and the contractor shall comply with such order and on failure of which the company may take such action as it deems it fit to improve the quality of work or the rate of progress required from the contractor and all such actions taken by the company shall be at the cost and risk of the contractor.
46. It is open to the company to lend or supply to the contractor any tools, implement, material and machinery that are needed by the contractor, which in the opinion of the company is essential to improve the quality or progress of work. The contractor shall pay such deposit or charges that may be fixed or determined by the company for any such articles or machinery lent or hired to the contractor.
47. Any electric power required for contractors machinery for the purpose of work shall be supplied by the company at the written request of the contractor at one point subject to the observance of rules and regulations of Electric board / company and charges there on shall be recovered from the contractor.
48. The contractor shall conform to the regulations and laws of central / state govt. or any local authority and that of the company with whose system the machinery is supposed to be connected.
49. All rubbish as it accumulates shall be removed from the site to the point of disposal as indicated from time to time by the company. If this is not adhered to, the company shall remove the scrap and recover the cost of these operations from the bills of the contractor.
50. Any sum due from the contractor on account of tools and plants, stores, or any other items provided by the company shall be deducted from the respective bill due to him.
51. In case of breach of any of the terms and conditions of the contract, a claim shall be lodged under the bank guarantee with the guarantor at the discretion of the competent authority of the company. On successful completion of the contract to the satisfaction of the company, the bank guarantee shall be released after due claim period.
52. In the event of any question or dispute under this contract, the same shall be referred to a competent Authority in the company for sole arbitration and his decision shall be final and binding on the parties to the contract.
53. In case of any suit or other legal proceeding arising under this contract, the courts at Sangareddy (Medak Dist.), A.P only shall have the Jurisdiction.
54. The company reserves the right to enter into parallel agreement with one or more contractors at their direction.
55. Disputes, grievances between the contractor and his labour, will have to be settled by the contractor only.
56. The labour employed by the contractor, if found in abetting and fellow labour or contractors or any BHEL employee, the same shall be considered as an act of indiscipline. Such labourers shall be removed from the services of the contractor, on the advice of BHEL. Further the contractor shall initiate every necessary action in accordance with the relevant Laws, Rules & Regulations and enactments of State and Central Government.

Signature of Tenderer

57. Wherever, BHEL/COMPANY standards are mentioned, copies of which are enclosed they shall be strictly followed.
58. Nothing contained in the contract agreement and its conditions shall be deemed to preclude or render inoperative the service of any notice, letter or other communication upon the contractor personally.
59. The decision of the “Contract Signing Officer” shall be final and binding on the contractor on all technical questions which may arise touching the contract with respect to the quality of material, workmanship, removal of improper work, interpretation of the working drawings, specifications, notes, procedures etc.

II) Special Instructions:

1. If an individual makes the tender, it shall be signed with his full name and his address shall be furnished. If it is made by firm, it shall be signed with the copartner ship name by a member of the firm, who shall also sign his own name, also furnish the name and address of each member of the firm, if the tender is made by corporation, it shall be signed by a duly authorized officer who shall produce with the tender, satisfactory evidence of his authorization. Such tendering corporation / firm is required to furnish evidence of its existence along with bid.
2. The EMD will be refunded to the unsuccessful tenderers on application after rejection of the tender is intimated. The earnest money will be retained in the case of the successful tenderers and either of the cases will not carry any interest. It will be dealt with as provided in the conditions attached to the tender.
3. Whenever a tender is to be accepted, the tenderer, whose tender is under consideration, shall attend the office of “Office Inviting the Tender” on the date fixed by written intimation to him. He shall forthwith, upon intimation being given to him by the “Officer Inviting the Tender” [Ex. AGM (T.A)] for acceptance of his tender, complete the execution of the agreement by signing all documents connected therewith. Failure to do so and not to commence the work within the time specified in the Letter of Intent shall entail forfeiture of the earnest money.
4. Tenderers shall peruse carefully the instructions and directions to parties tendering and the conditions of the agreement and all other relevant documents before tendering the rates for the work. The approximate quantity of work to be executed under each class is given in the schedule. The quantities are given with a view to enable tenderer to quote his overall rate for each class of work in the tender form and for an uniform comparison of tenderers. It shall be definitely understood that BHEL does not accept any responsibilities for the correctness or completeness of this schedule and that the schedule is liable to alterations by omission deductions, or additions at the discretion of accepting authority.
5. The tenderer shall keep the offer valid for a period of 90 days from the date of opening of tender. It is being understood that the tender documents have been sold / issued to the tenderer and the tenderer is being permitted to tender in consideration of the stipulation on his part that after submitting the tender, he will not recall his offer or modify the terms and conditions thereof in a manner not acceptable to the “Officer Inviting the Tender” Should the tenderer fail to observe or comply with the foregoing stipulation, the EMD shall be forfeited.
6. Tenderers have to quote their rates in the tender schedule legibly written in figures and words and those not submitted in proper form are liable for rejection.

Signature of Tenderer

7. The submission of tender shall be strictly in accordance with the terms and conditions stipulated in this tender notice. No counter conditions will be acceptable or valid.
8. The tenderers must satisfy themselves by personal study and examination of the drawings / specifications furnished and understand thoroughly the scope of proposed work in detail and all conditions affecting the work before entering into the contract. There shall not be at any time after submission of the tender dispute/ complaint of any nature regarding the scope of work and interpretation of specifications or any misunderstanding with regard to nature or omission of the work to be done nor shall any application for compensation in terms of time and money shall be accepted by BHEL in regard to the above.
9. Contractor shall be deemed to have included in his tender price of all the plant, machinery and appliance required for the purpose of all operations connected with the work embraced under the contract to secure a satisfactory quality of work and rate of progress which in the opinion of the "Contract Signing Officer" will ensure the completion of the work within the time specified.
10. The contractor has to produce the bank guarantee in the prescribed proforma valid for the contract period for a value calculated at the rates mentioned towards security deposit. The claim period under the guarantee shall be valid for six months after expiry of the contract.
11. This is a time bound contract for period mentioned, and does not envisage any escalation of price.
12. The rates quoted by the contractor shall be firm for the contract period. There shall be no revision in contract rates due to increase in any statutory levies during the period of the contract and this increase shall be absorbed by the contractor himself in full.
13. If any information by documents submitted by the contractor are found false / fake at any stage the tender will be cancelled and earnest money deposited shall be forfeited.
14. In case more than one contractor quotes equal L1 rates, further sealed quotation will be obtained from L1 tenderers to decided L1. Under no circumstance revised rate should not be more than the original quoted rate.
15. Even though the work is awarded particular group, if required work can be done any ever in township of BHEL Hyderabad as per direction of Engineer-incharge.
16. Measurements shall be taken jointly by any person / persons duly authorized on the part of the BHEL and the contractor.
17. The contractor shall provide assistance with appliance and other things necessary for measurement without extra charges.
18. If the contractor / his representative fails to attend when required for measurements, the Engineer Incharge shall have power to proceed by himself to take measurements and in that case, these measurements shall be accepted by the contractor as final.
19. Measurement shall be recorded in measurement book maintained by the authorized representative of BHEL who shall make entries regarding the work executed by the contractor under different items of bill of quantity, these entries will be counter signed by the contractor or his duly authorized representative.

Signature of Tenderer

GENERAL TERMS & CONDITIONS

1. BHEL shall have privity of the contract with the contractor only and will give instructions to the contractor or his authorized representative. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer-employee relationship.
2. The contractor shall maintain regular contact with the designated employee(s) of BHEL and will interact on matters relating to the work awarded under this contract.
3. In case the contractor does not carry out the Contractual / Statutory obligations or the services rendered by him are found to be unsatisfactory, BHEL shall bring the same to his notice and he will be obliged to discharge the obligations and rectify the deficiency / anomaly within three days' time failing which, BHEL reserves the right to terminate the contract without assigning any reason whatsoever. In such an event, no damages will be payable for short closure of the contract.
4. The contractor shall deposit an amount as per clause 9a,b,c of tender notice as security with BHEL. This security deposit shall be liable to be returned to the contractor after termination of the contract or at the end of maintenance period subject to deduction on account of company dues, non-deposit of statutory dues etc. No interest shall be payable on the security deposit.
5. The decision of BHEL regarding interpretation of any of terms and conditions set forth in this agreement shall be final and binding on the contractor.
6. Any matter arising out of or in connection with the agreement shall be under jurisdiction of Sangareddy Court, Medak District, A.P.
7. Not with standing anything contained in this Agreement, the contract may be terminated by BHEL without assigning any reason there of by giving a notice of 30 days to the contractor.
8. The contract will commence on _____date and will remain valid for a period of ____ **months**. The parties reserve the right to extend the contract on mutually agreed terms and conditions.
9. All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the Unit. The award of the arbitrator shall be final and binding on both the Parties. The venue of the Arbitration shall be Ramachandrapuram, Hyderabad in India. The Award to be given by the Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Sangareddy courts, Medak District, A.P.

Signature of Tenderer

GENERAL CONDITIONS

1. All BHEL general conditions of the contract shall be applicable.
2. The contractor shall affix his signature at the end of each page of the tender documents and put rubber stamp wherever he signs in the Contract agreement or bills for making payment.
3. Any statutory increase in the labour wages during the period of execution shall be borne by the agency. The agency shall quote the rates considering the possible labour escalation also.
4. The rates quoted shall include all lifts, leads and other incidental charges mentioned in the General conditions of contract unless otherwise specified.
5. The department reserves the right to split and award the work to more than one agency.
6. The contractor should engage labours who should not be less than 18 (eighteen) years of age.
7. The contractor must give a break of FIFTEEN DAYS for his workers, on rotation without affecting the work after completion of six months of contract period.
8. All the bills of contractors will be cleared by Finance Department subject to production of "Clearance Certificate" by the contractors in respect of compliance of all statutory requirements, issued by IR section of Personal Department.

SPECIAL CONDITIONS – SAFETY

1. The following are a few safety measures suggested while carrying the work. However all the items of work should be carried out in safe working manner taking all precautions.
2. Before any conductor or apparatus is handled, adequate precaution shall be taken, by earthing or other suitable means to discharge electrically such conductor or apparatus.
3. Person who is working on an electric supply line or apparatus shall be provided with tools, instruments such as line testers, multimeter, tongue tester, megger and safety equipments such as gloves, rubber shoes, safety belts, ladders, earthing devices, helmets and the like for protecting him from mechanical or electrical injury.
4. No person shall work on the live circuit without the express orders of the supervisor. It shall be made sure that all safety precautions have been taken and the person is accompanied by a second person competent to render First Aid and Artificial Respiration.
5. The contractor shall keep a supervisor always at work site.
6. Power shut down shall be taken before commencement of the work wherever power cables are running.
7. Proper and necessary tools are to be used for carrying out all types of works.
8. The contractor is responsible for providing of necessary safety equipments such as helmets, gloves, rubber shoes, safety belts, ladders, earthing devices etc to carry out the work safely.

Signature of Tenderer

EFT FORMAT

New Bidders/Contractors have to submit the Authorization for National Electronic Fund Transfer (NEFT).
Contractors who have already submitted the Form need not submit it again.

[New vendors to furnish this mandate on their Letter Head]

To,

**Dy.Manager/Finance-Cash Management
Bharat Heavy Electricals Limited
Ramachandrapuram
Hyderabad – 502 032.**

Dear Sir,

Sub: Details for National Electronic Fund Transfer (NEFT) – Reg.

We request and authorize you to effect payment through NEFT to our Bank Account, subject to RBI Guidelines as per the details given below.

- A. Sup code (As per PO/SCO) :
(if available)
- B. Beneficiary (Name as per PO/SCO) :
- C. PAN of Beneficiary :
- D. TIN of Beneficiary :
- E. E-mail address of Beneficiary :
- F. City (of Beneficiary) :
- G. Bank Name :
- H. Branch (of Bank) :
- I. A/c Number :
- J. A/c type (Saving or Current) :
- K. MICR Code of the branch (9 digit) :
- L. IFSC for NEFT (11 char) :
- M. IFSC for RTGS (If different from L) :

Thanking you,

Signature (With Seal)
Name :
Address :

This is certified that the particulars furnished above are correct as per our records.

Date:-

(Signature of authorized official of bank)
With Bank Stamp

(Should be submitted in a separate sealed cover)

ANNEXURE- II

PRICE BID (PART- B)

SCHEDULE OF WORK TOWARDS ANNUAL MAINTENANCE CONTRACT FOR MACHINE TOOLS / EQUIPMENT / LIGHTING (EXCEPT SHOP FLOOR ROOF LIGHTING) IN 03-SWITCH GEAR, 70-PUMPS, 01 GT-BAY7 FOR TWO YEARS PERIOD

	Description	QTY	Total Amount (in Rs.)
	AMC charges for maintenance of machine tools in 03, 70 and 01-Bay7 as per Scope of Work	Lumpsum	

Total Amount in Rupees : _____ (in Figures)

Total Amount in Rupees : _____ (in Words)

Service Tax Extra as Applicable

Signature of Tenderer