



**BHARAT HEAVY ELECTRICAL LIMITED
ELECTRICAL MACHINES REPAIR PLANT
MUMBAI**

NOTICE INVITING TENDER

Tender Ref No: - BHEL/EMRP/HR/ADMIN/AC-RC-11-12

Due Date: 14-11-2011 by 13:00 hrs

Venue for bid submission and bid opening :

Bharat Heavy Electricals Ltd.
Electrical Machine Repair Plant
Plot D-1, Cross Road 'C',
Road No. 16,
M.I.D.C., Andheri (E),
Mumbai - 400093

Sub: - Rate Contract for Providing Air Conditioners on hire basis

BHEL EMRP invites offers from interested parties for providing Air Conditioners (Window/Split –on wall) on hire for a period of 2 years for our office premises and other places as directed.

It is requested to submit your Quotation for hiring of Air Conditioners at competitive rates in a sealed envelop on or before 14.11.2011 by 13:00 hrs.

SNo.	Capacity	Type	Quantity required*
1	2 ton	Wall mounted Split	12
2	1.5 ton	Window	7
3	1 ton	Window	3
	TOTAL		22

*The quantities mentioned are tentative and are likely to be revised.

Terms and conditions**1.1 Eligibility Conditions for Bidders:**

Bidders should have a valid license taken under Shops and Establishment Act. The license should be issued by statutory authority for Hiring out of AC or Sales/ Service / AMC of AC. Bidders shall preferably have an experience in the air conditioner sales and service business / hiring business of 3 years. Bidders should have a turnover of Rs 5 lakhs per annum in last 2 financial years.

1.2 Successful Bidder shall install brand new air conditioners of reputed brands – either Hitachi or Panasonic. Air conditioner to be installed should have BEE rating of minimum 2.**1.3 Air conditioners other than above mentioned brands will not be accepted for installation.****1.4 Capacity and type of AC whether Window/ Split-Wall mounted/ etc shall be decided by BHEL.****1.5 Complete maintenance of air conditioners in good running condition with replacement of spares and related accessories as and when required shall be carried out by successful bidders.****1.6 All complaints related to failure or non functioning of the AC shall be attended within 1 working day.****1.7 Successful bidders shall do one preventive maintenance and all called-for attendance during every month till the contract is in force.****1.8 If necessary, i.e. in the event of non function / faulty functioning of air conditioners successful bidders will arrange to replace the AC at their cost, so as to maintain proper services.****1.9 Bid evaluation will be done on basis of lowest submitted offer, for items mentioned in price bid at landed cost to BHEL. Bidders have to submit their quotations for all items in the price bid. Incomplete price bids will not be considered for further evaluation and treated as unqualified.****1.10 Earnest Money Deposit:** The bidders have to submit interest free EMD in the envelope containing the Techno-commercial Bid for Rs.20,000/- in the form of Demand Draft / Pay Order drawn in favor of BHEL. The EMD will be refunded to the unsuccessful bidder only after a week of award of contract.**1.11 Security Deposit(S.D.):** Successful bidders have to deposit 10 % amount of contract value as security deposit. S.D shall be refunded upon one month of successful completion of contract. The EMD amount of Rs.20,000/- submitted along with the bid

may be adjusted against the security deposit. SD will be returned after one month of expiry of contract.

1.12 Payments terms: Bills shall be submitted once in a month for services rendered. Payment shall be made within 15 days of receipt of bills.

1.13 Taxes as applicable shall be payable @ statutory rates in force from time to time.

1.14 Payment shall be made by ECS/RTGS; successful bidders have to provide their bank details like A/c No, A/c Type, Bank Name, Branch Name, MICR Code, IFSC Code, etc to enable payment. Copy of cancelled cheque to be submitted for providing above required details.

1.15 TDS at applicable statutory rates will be deducted and a certificate for deductions made will be issued at the end of financial year. Successful bidders have to provide their PAN no. to enable us remit the TDS amount against the PAN.

1.16 Contract validity: For the period of 2 years from date of award of contract. BHEL will have an option to extend the contract at the same rates, terms and conditions for a further period of one year at its discretion.

1.17 Delivery terms: Air conditioners should be Installed and operational within one week of award of contract /issue of letter of Intent.

1.18 BHEL may Increase or decrease the quantity required against different capacities as and when required. In case of increase, charges will be paid separately as per the quoted rates. In case of decrease charges shall be decreased as per quoted rates.

1.19 Penalty: Failure to provide prompt service i.e. within 24 hours of report of problem for continuously 3 times in a month, leads to a penalty of non-payment of hire charges for one 2 ton capacity machine per month.

1.20 Any condition not stated above or any uncalled for information shall be ignored.

1.21 Any disputes arising out of this enquiry shall be referred to sole arbitration of General Manager / Additional General Manager , BHEL/EMRP Mumbai-93. Or any officer nominated by him and his award shall be binding on the parties.

1.22 The venue of arbitration in all cases shall be Mumbai only.

1.23 *Interested parties shall submit their offer in sealed cover, subscribing "Tender for providing air conditioners on hire" Tender Ref No. and Due date should be mentioned on each cover.*

2 PROCEDURE FOR SUBMISSION OF TENDER

- 2.1 Bidder shall submit the offer in three bid system in two different sealed covers.
- 2.2 Part 'A': Techno-Commercial Bid
- 2.3 Part 'B': Price Bid
- 2.4 Part 'C': EMD
- 2.5 **Tender No., date and due date of opening should be written on each covers.**
- 2.6 These three covers shall then be placed in a large cover and sealed. The Large cover should also have Tender no., Date and Due Date. This should be dropped in the tender box placed at the entrance of our works before due date and time.
- 2.7 **Part 'A' - Techno Commercial Bid:** Techno Commercial Bid shall contain technical and commercial offer as per NIT Performa, indicating acceptance of NIT terms, as per Annexure-II. Acceptance of all technical and commercial terms and conditions given in the format **Annexure II**. (No Deviation certificate duly filled in signed as required.
- 2.8 **Part A** Any deviation in the above mentioned terms and conditions or conditional offer may render the offer invalid and shall be liable to be rejected, and price bid of such bidders shall not be opened. Price bid of only those bidders shall be opened whose Techno-Commercial offer is found suitable and acceptable. Date of opening of price bid shall be communicated to only those bidders whose Techno-Commercial bid will be accepted.
- 2.9 **Part 'B' - Price Bid** Part B should contain only the price duly filled in Price Bid Performa **Annexure I**, without any terms and conditions. Any terms and conditions, if mentioned in the price bid, shall be ignored and not considered.

Note:

Clarification if any can be sought from the office of the undersigned during any working day between 2 pm and 4pm (Ph no. 28358712). Interested bidders are advised to visit the premises understand the scope of work properly and then submit their offers.

Techno commercial bid will be opened on 14-11-2011 at 14:00 hrs.

Thank you,

For BHARAT HEAVY ELECTRICALS LIMITED

Pranali Nannaware
Executive (HR)
Ph no. 28358712

Documents to be submitted along with Bid:

1. Establishment registration certificate/ license under shops and establishment act.
2. Turnover documents for last 2 financial years (i.e.2009-10 to 2010-11) P& L A/c certified by Chartered accountant.
3. Experience certificates for minimum of 3 years hiring out of AC or Service / AMC of AC.
4. Price Bid-(Annexure I)- In sealed cover.
5. Certificate of acceptance of tender terms and conditions-(Annexure II).

PRICE BID**Annexure I**

SNo.	Capacity	Quantity Required.	Rate per Unit per Month	Total
1	2 Ton	12 (Split AC Wall mount)		
2	1.5 Ton	7 (Window)		
3	1 Ton	3 (Window)		
4	One time installation charges for 12 split machines		One Time charges (If less than 12 ACs installed then proportionate amount will be taken for evaluation)	
5	Installation charges			
	1.0 Ton Window AC	Quote rate only. (per machine)		
	1.5 Ton Window AC	Quote rate only. (per machine)		
	2.Ton Split AC Wall Mount including 5 mt pipe	Quote rate only. (per machine)		
	Installation of extra one meter pipe for Split and Tower AC	Quote rate only. (per machine)		

Signature & Seal of Bidder.

Annexure II**Certificate of Acceptance of NIT Terms and Conditions**

This is to certify that I/we have read and understood the terms and conditions mentioned in the NIT Ref no.: - BHEL/EMRP/HR/ADMIN/AC-RC-11-12 . Date:- 24/10/2011.

and I/we hereby agree to all terms and conditions without any deviations. I/we have submitted the price bid in sealed condition. I/we have quoted for all items mentioned in price bid.

Authorized signatory of Bidder with seal