

निविदा आमंत्रण सूचना/ NOTICE INVITING TENDER

NIT No. AA: GAX:23: EV:101

Date: 24-08-2023

LIMITED TENDER ENQUIRY intended for following parties ONLY

M/s iFly Vacation Pvt. Ltd. 315, Suneja Tower 1, District Centre, Janak Puri, New Delhi – 110058	M/s Jinnie Facilities Pvt. Ltd. POD 1 SF-8 Tiswadi Bambolin Opposite Grand Hayat, North Goa, Goa - 403201
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Sub: NIT for Organising Board Meeting at Bishangarh, Rajasthan on 02-04 Sept'2023

BHEL invites bid in single part for Organising Board Meeting at Bishangarh, Rajasthan on 02-04 Sept'2023.

A. Scope of Work:

- Brief details of the events are as follows.
 - Date of event – 02-04 September 2023
 - Place of event – Alila Fort, Bishangarh
 - No. of Pax – 30 approx.
- Accommodation for all attendees, staff & organizers with details as per Annexure-I, on sharing & non-sharing basis (as directed by BHEL).
- Tikka, garlanding, etc followed by non-alcoholic welcome drink to be provided on arrival.
- All the requisite facilities for all the occupants shall be ensured by the service provider on all days of stay in each room by the service provider.
- Conference facility on 2nd Sep 2023 for approx. 15 no. of participants, which shall include excellent Conference Hall with tables & chairs with proper covers, audio-visual aids / facilities, computer / laptop with internet connectivity etc. (ref. Annexure-I for detailed requirements). Any additional on the spot BHEL requirement shall also be arranged / catered with payment at actual.
- During the meeting, Mineral Water, Tea / Coffee / juices / soft drinks & biscuits / cookies / snacks, mouth fresheners, etc. shall be provided in the conference room for the participants, as per BHEL requirements.
- Evening High Tea with Veg & Non-Veg snacks (02 each) with dry fruits, etc. to be provided for all the participants during their stay followed by dinner. Details of menu, etc. to be discussed with the BHEL organizing team.
- Buffet Breakfast, Lunch & Dinner on all days of stay for all present officials as per Menu (Veg & Non Veg) decided by BHEL.
- Dinner with Menu (Veg & Non Veg) to be decided as per BHEL Requirement.



10. At least 2 dedicated Liaison officers / coordinators to be deputed with the organizing team of BHEL till the successful completion of the meeting.
11. Miscellaneous requirements like flower & bouquet arrangements, branding (printing & display), still photography/videography during welcome & conference, decorations, lamp lighting, etc. shall also be arranged by the service provider as per BHEL requirement.
12. For detailed scope of work refer Annexure-I. Qty may vary by $\pm 30\%$.
13. Exact requirement shall be communicated through Award Of Contract. Travel plans of the participants shall be forwarded separately. However, payment will be as per actual utilization beyond the confirmed requirements & minimum guarantees (if any) based on BHEL's requirement on all days of the stay.
14. The above facilities should be at par with the highest standards of quality to the satisfaction of BHEL. For unsatisfactory service / quality, BHEL reserves the right to not pay for unsatisfactory service / suitably levy penalty. BHEL decision in this regard shall be final and binding.
15. BHEL also reserves the right to reject the offer without assigning any reason.
16. The quoted prices shall remain firm till the conclusion of the event.
17. The contract shall come in force from the date of award of work to the last day of the event.
18. Preference to MSE bidder.


Norms for of Micro, Small and Medium Enterprises in public procurement shall be relaxed in line with policy circular no 1(2)(1)/2016-MA dated 10-03-2016 issued by Ministry of Micro, Small and Medium Enterprises & Public Procurement Policy for the Micro and Small Enterprises (MSEs) Order 2012 and subsequent amendments dated 09.11.2018, 26.06.2020 & 16.06.2021.

For applicability of MSE clause, the bidder shall submit the valid document which should be valid on the date of bid opening (including extension).

Participating MSEs quoting price within price band of L1+15 % shall be considered for award of work by bringing down their price to L1 price in a situation where L1 price is from someone other than MSE.

19. EVALUATION CRITERIA

- a) Bidder shall quote their prices in the prescribed format only i.e. Price Bid (Annexure-II) enclosed. Price quoted in any other format shall not be considered for evaluation.
- b) The work shall be awarded to lowest cost service provider. The evaluation for lowest cost service provider (L-1) shall be done on the basis of lowest quote arrived on Sl.No. 2 of the price-bid (Annexure-II)
- c) In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders. In case more than one bidder



happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss / draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s). Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding.

B. Financial Terms & Conditions

1.0 TAXES & DUTIES:

- 1.01 To enable BHEL to avail GST Input tax credit, contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law. Payment shall be made to the contractor only after submission of GST compliant Tax invoice. The successful bidder shall raise GST compliant invoice affixing GSTIN of BHEL's unit availing the services.
- 1.02 Payment shall be made to service provider only after submission of GST compliant tax invoice as mentioned above and other relevant documents. However, to protect BHEL's interest for GST input tax credit, GST portion amount along with notional interest on GST credit for 2 months' period shall be withheld and the same shall be released only after confirmation from GST website/ portal that such invoice has been declared in GSTR-1 return filed by service provider within the stipulated time for the relevant period and tax amount thereon has been paid by service provider to the Government within the stipulated time period as per GST Law.
- 1.03 BHEL reserves the right to protect its interest against any loss on account of availability of GST credit.
- 1.04 GSTIN of BHEL will be provided to the contractor along with the work order.
- 1.05 Any new/change in statutory levy as and when made applicable by the Government shall become applicable against documentary evidence.
- 1.06 Payment to the contractor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act & GST, as amended from time to time and a certificate to this effect shall be provided to the contractor by BHEL.
- 1.07 GST if applicable shall also be recoverable from the contractor in case of LD recovery/penalty on account of breach of terms of contract.

2.0 PAYMENT TERMS:

- 2.01 The payment of final bill will be made only after satisfactory completion & satisfactory quality of the work as per tender, clearance of the site & clearance of all the liabilities on agency's part. No claim will be entertained after signing the final bill.
- 2.02 Payment shall be made as per the actual nos. of BOQ items provided by the agency except where Minimum Guarantee is mentioned.
- 2.03 Bills raised by the Agency shall be certified by the official in-charge of BHEL and the payments will be made against final bill, within 30 days by NEFT/RTGS from the date of receipt of bill subject to conditions mentioned at Taxes & Duties. The agency shall not be entitled to any interest with respect to any money which may be due to him from BHEL.



Handwritten signature and date stamp: 24.08.2023

3.0 PENALTY CLAUSE:

It is expected that the service provider will provide the best services during entire event including stay, food/meals, transportation, etc. Complaint in any of the services/arrangements shall lead to penalty of 2% along with applicable taxes per instance/complaint in the respective line item(s) as mentioned in BOQ. The total penalty shall not exceed 10% of the contract value. Decision of BHEL shall be final.

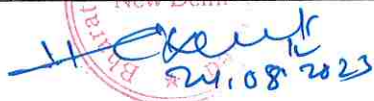
You are requested to kindly quote your best rates in the enclosed price bid format (Annexure-II), to be duly signed & stamped, along with signed & stamped copy of the NIT shall be submitted in the sealed envelope by 15:00 Hrs on or before 28-08-2023. The bid opening time is 15:30 Hrs on 28-08-2023. Further to save the time, the bid shall to be processed immediately after receiving bid from all the bidder i.e. before the scheduled bid opening date and time.

This should be treated IMPORTANT & reply may be sent to us on "Priority".

Thanks & Regards.


For & on behalf of BHEL
Vikrant Kumar
Manager (HR-GAX)
BHEL Corporate Office
Asiad, Siri Fort, New Delhi 110049
Off: 011 6633 74398
Email: vikrantk@bhel.in

Scope of work and schedule of rates							
S.N.	Description of service / arrangement	Qty / nos.	No of nights / days / service	Rate per night or item or service, including all charges except GST (in Rs.)	Amount excl GST (in Rs.) f= c x d x e	Applicable GST %	Total Amount Incl. GST(Rs.) h = f x (g+1)
a	b	c	d	e	f	g	h
A	Accommodations						
	Accommodation with Breakfast at Alila Fort, Bishangarh, Rajasthan						
1	For Board Members & invitee (Room Category- Royal Suite)	12	2	37,000.00	8,88,000.00	18%	10,47,840.00
2	Rooms for BHEL Organizing Team						
3	GM (max. Rs. 7000.00 per night, excl. taxes	1	3	7,000.00	21,000.00	18%	24,780.00
4	AGM (max. Rs.5500.00 per night, excl. taxes	1	3	5,500.00	16,500.00	18%	19,470.00
5	Sr. Manager /Manager (max. Rs. 3000.00 per night, excl. taxes	3	3	3,000.00	27,000.00	18%	31,860.00
6	Dy. Engineer (max. Rs. 1100.00 per night, excl. taxes	1	3	1,100.00	3,300.00	18%	3,894.00
B	Food & Refreshment						
1(i)	Tea / coffee / juices with cookies / cakes (at check-in, conference, etc.)	35	2	750.00	52,500.00	5%	55,125.00
1(ii)	Hi Tea (Day 1 & Day 2)	35	2	1,770.00	1,23,900.00	5%	1,30,095.00
						5%	
2(i)	Snacks / Refreshment enroute (Day 1)	35	1	750.00	26,250.00	5%	27,562.50
2(ii)	Snacks / Refreshment enroute (Day 3)	35	1	750.00	26,250.00	5%	27,562.50
						5%	
3(i)	Lunch for organisers (Day 0)	6	1	4,100.00	24,600.00	5%	25,830.00
3(ii)	Lunch (Day 1)	35	1	4,100.00	1,43,500.00	5%	1,50,675.00
3(iii)	Lunch (Day 2)	35	1	4,100.00	1,43,500.00	5%	1,50,675.00
						5%	
4(i)	Dinner for Organisers (Day 0)	6	1	4,750.00	28,500.00	5%	29,925.00
4(ii)	Dinner for residents & non-residents (incl. guests, artists & other support staff) (Day 1)	50	1	4,750.00	2,37,500.00	5%	2,49,375.00


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4(iii)	Additional charge for Gala Dinner (Day 1)	50	1	3,000.00	1,50,000.00	5%	1,57,500.00
4(iv)	Dinner (Day2)	35	1	4,750.00	1,66,250.00	5%	1,74,562.50
C	Conference Arrangement						
1	Hall rental charges including setup day	1	1	59,000.00	59,000.00	18%	69,620.00
2	Conference setup (U-shape) incl. A/V , mics, lights , backdrops, board chairs, etc U shaped seating for approx. 15 persons 15 nos. Goose neck microphones 01 Cordless Microphone 01 no. Collar Microphone 15 nos. High back chairs Audio Visual Sound system Flower Decoration 01 no. Laser Pointer Inaugural Lamp Black / White Masking etc.as required for complete setup	1	1	4,25,000.00	4,25,000.00	18%	5,01,500.00
3	Video Conferencing Arrangements including: Separate internet line of 100 MBPS LED Screen of minimum. size 8 ft x 6 ft HDMI splitter, cables, Mixer, 01 laptop etc. as required	1	1	3,75,000.00	3,75,000.00	18%	4,42,500.00
4	Printing of flex & steel frame installation of the following incl. transportation:						
(i)	Conference Backdrop (12ft x 8ft) - 01 no.	1	1	9,600.00	9,600.00	18%	11,328.00
(ii)	Conference standee (6ft x 3 ft) - 04 nos.	4	1	1,800.00	7,200.00	18%	8,496.00
(iii)	Direction Banners	4	1	1,600.00	6,400.00	18%	7,552.00
D	Transportation						
1	Taxis (Innova Crysta) for all members & organisers 24 Hrs	9	3	10,500.00	2,83,500.00	5%	2,97,675.00
2	Drivers Accommodation & Food	14	3	2,000.00	84,000.00	5%	88,200.00
E	Miscellaneous Arrangements						



 Bharti Heavy Electricals
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1	Arrangement of Diary, Bag, Pen, Pad & other misc. Items for all participants	14	1	15,000.00	2,10,000.00	18%	2,47,800.00
2	Photography	1	2	55,000.00	1,10,000.00	18%	1,29,800.00
3	Bouquets	1	15	1,000.00	15,000.00	18%	17,700.00
4	Cultural event @ 02.09.2023 (Artist Charges)	1	1	75,000.00	75,000.00	18%	88,500.00
5	Cultural event venue rental charges	1	1	1,77,000.00	1,77,000.00	18%	2,08,860.00
6	Cultural Event related setup incl. stage setup, lights, carpet, round tables, chairs, sound system with mixer, microphones, etc. (incl. transportation)"	1	1	1,65,000.00	1,65,000.00	18%	1,94,700.00
7	Performance Licenses, if required	1	1	1,25,000.00	1,25,000.00	18%	1,47,500.00
8	Organising group activities on 03.09.2023 for all participants including venue rental incl. all logistics (Lumpsum)	1	1	1,75,000.00	1,75,000.00	18%	2,06,500.00
10	Local sightseeing on 03.09.2023 for all participants & organisers incl. all logistics (Lumpsum)	1	1	65,000.00	65,000.00	18%	76,700.00
11	Recee Visit (Hotel, Food & Transportation Charges)	1	1	30,000.00	30,000.00	5%	31,500.00
F	Total				44,75,250.00		50,83,162.50



 24.08.2023

Price Bid

S. No.	Description	Remarks
1	Total estimated expenditure towards Organising Board Meeting at Bishangarh, Rajasthan on 02-04 Sept'2023 (excl. GST, Management Fees & GST on Management Fees respectively)	Rs. 44,75,250.00 Refer Annexure-I
2	Management Fees (To be quoted by bidder)	_____
		(in figure)

		(in words)
		Quote in % of S.No.1 above (+)/ Below (-), up-to 2 decimal places

*In case of below quote, the bidder must prefix Minus (-) sign with the % of management fee quoted at Sl. No. 2 of the price-bid.

GST on Management Fees = 18.00 %


 For & on behalf of BHEL
 New Delhi
Vikrant Kumar
 Manager (HR-GAX)
 BHEL Corporate Office
 Asiad, Siri Fort, New Delhi 110049
 Off: 011 6633 7438
 Email: vikrantk@bhel.in

Sign & Stamp of Bidder

Name:

Designation:

Name of organization:

Date: