



BHARAT HEAVY ELECTRICALS LIMITED
HEAVY EQUIPMENT REPAIR PLANT
TARNA, SHIVPUR, VARANASI-221003
Phone: 0542-2720882
E-mail: atendrpal@bhel.in and cprabhakar@bhel.in

NOTICE INVITING TENDER

TENDER NO.: HERP/WCM/FAST CARGO/2023-24

Date: 29/11/2023

SUB: TENDER DOCUMENT (TWO-PART BID) FOR FAST MOVING CARGO TRANSPORT RATE CONTRACT

1. Tender Bids are invited from Bidders / Contractors / Transporters for award of Fast moving cargo transport rate contract for transportation of incoming & outgoing material for **period of one year (2023-2024) from the date of agreement**. The words Bidders, Contractors and Transporters have same meaning with reference to this tender. The bid will be in two parts as under: -

1.1. Part I – Techno Commercial Bid

1.2. Part II - Price Bid.

Documents / Bids of contractors will be evaluated in sequence of Part I and Part II. Price Bid of only those transporters / bidders will be opened whose techno-commercial bids are found suitable.

2. BHEL will float said enquiry on GeM portal www.gem.gov.in. Bidders can download Tender Documents from there and submit their bids on same portal. Tender Documents can also be downloaded from the website www.bhelherp.com and www.bhel.com. However, bids can be submitted only on www.gem.gov.in against said enquiry. **Hard Copy of bids will not be accepted**. There is no Tender Cost for subject enquiry.

3. Scope of work, approximate total value of work and EMD is indicated below:

Sl. No.	Tender No.	Scope of Work
1.	HERP/WCM/FAST CARGO/2023-24	This contracts will cover transportation of consignments weighing up to 500 Kgs (in multiple packages) such as Machinery, Raw Materials, Fabricated items, Spares, Consumables, Fasteners, Castings, Forgings, Semi finished items, Component, Hardware items & Sundries etc. / from BHEL Varanasi to / from various destinations across following 04 zones OR to / from anywhere to anywhere in India.

Tentative volume of business will be in range of Rs. 11 to 13 Lakhs.

Earnest Money: NIL

A. All NIT/ Tender document/ Corrigenda / Addenda / Amendments / Time extensions / Clarifications, etc. to the tender will be hosted on GeM portal only and will not be published in any other media. Bidders should regularly visit GeM portal to keep themselves updated. **Bidders to note that this is an e-tender and bidders have to submit this only through GeM portal. No hard copies of tender shall be accepted.**

B. BHEL reserves the right to accept or reject any/ all application(s) without assigning any reason thereof.

C. If any document submitted by the Bidder is found false at any stage, the bid/ work order will be cancelled immediately and 10% of contract value will be recovered from bidder/contractor through available financial instruments or legal process.

D. Cost of Tender Document: NIL

Bill of Quantity with percentage value of each category: -

Group	Respective Proposed Zone Of HERP Varanasi Fast Moving Cargo Transport Rate Contract (2023-24)	Business Volume (Kgs.)	% Freight value of each categories
SMALL CONSIGNMENTS UP TO 500 Kg.	NORTH ZONE (JAMMU,PUNJAB,HIMACHAL PRADESH,HARYANA,DELHI(NCR),UTTARAK HAND,UTTAR PRADESH, RAJASHTHAN, CHANDIGARH)	8122	15.73%
	WEST ZONE (MADHYA PRADESH, GUJARAT,MAHARATRA,GOA,DADRA NAGAR HAVELI, DAMAN & DIU)	9416	20.26%
	SOUTH ZONE (KERALA, KARNATAKA, ANDHRA PRADESH, TELANGANA, TAMIL NADU)	4117	9.74%
	EAST ZONE (CHHATTISGARH, BIHAR, JHARKHAND, WEST BENGAL, ORISSA, SIKKIM)	25225	54.27%
	Total	46,880	100%

4. SUBMISSION AND OPENING OF TENDER -

The bidder has to submit tender documents in two parts, Part – I will be Techno Commercial Bid and Part II will be Price Bid. **Last date and time for tender submission will be as per GeM Bidding document.**

5. BHEL reserves the right to open/accept/reject/cancel/negotiate without assigning any reason thereof.

6. Scope of Work - This contracts will cover transportation of consignments weighing up to 500 Kgs (in multiple packages) such as Machinery, Raw Materials, Fabricated items, Spares, Consumables, Fasteners, Castings, Forgings, Semi finished items, Component, Hardware items & Sundries etc. / from BHEL Varanasi to / from various destinations across following 04 zones OR to / from anywhere to anywhere in India.

7. The Tender Documents from contractor / bidder / transporter will consist of:

- a) Part-I: Required documents, Filled and Signed Tender Document, Filled Contractor Registration Form (if bidder is not registered with any unit of BHEL).
- b) Part - II: Price Bid

TENDER NO: HERP/WCM/FAST CARGO/2023-24

PART-I

Techno Commercial Bid

1. PRE-QUALIFYING CRITERIA (POC)

The bidder shall ensure to comply with the following and submit all relevant documents in Part-1 bid to be eligible for this rate contract:

CRITERIA	MINIMUM REQUIREMENT
Turn-over from business of Plying Transport Vehicles	Rs 3, 80,960/- average in last three financial years i.e. 2020-21, 2021-22 and 2022-23.
Experience	<p>Experience of having successfully completed similar work awarded at any Government Organization, Government undertaking / enterprises / in last 7 years as on 31.10.2023 as per details mentioned hereunder:</p> <p>Three completed works having total award value of each contract not less than Rs 4,83,759/- plus taxes extra. Or Two completed works having total award value of each contract not less than Rs 6,04,699/- plus taxes extra. Or One completed work having award value not less than Rs 9,67,518- plus taxes extra.</p> <p>Here "Similar Work" means "Contract for safe transportation of consignments such as Machinery, Machine Parts, Raw materials, Fabricated items, Scrap, Spares, Castings, Forgings, Component, Hardware Items, Sundries etc. in Trucks, Open Body Trucks and Trailers etc.</p>
IBA approval	Valid on the date of tender opening. It shall also be ensured that the same is available throughout the contract and if not, rate contract will be cancelled.
Branch Offices and go-downs	<ol style="list-style-type: none">1. Number of Branches – Bidder should have minimum of 175 (One Seventy-Five) operative branches / authorized franchise offices for delivery / collection of consignments. The branches / authorized franchise offices list should be provided along with the bid.2. Office related mandatory requirements: - Bidder must have an office in Varanasi, equipped with a computer with e-mail facility and a mobile phone.3. The tender committee will review the credibility of the bidder and may visit the work place. Bidders will be rejected if the bidder is found unfit.
Undertaking in the form of an affidavit on non- judicial stamp paper valued Rs.100/- and duly notarised.	<p>The certificate / affidavit must declare that –</p> <ol style="list-style-type: none">1. Contractor / Transporter is not having any pending legal case with any unit / site of BHEL.2. Contractor / Transporter has not been put on hold / suspended / delisted / banned / black listed by any BHEL Unit/site.3. Contractor / Transporter has not been booked by CBI and / or charged by a court of law in any criminal case relating to transportation.

Documents Required

Bidders are required to submit following documents in Techno Commercial Bid:

- 1) Filled and Signed Check List as per Annexure F.
- 2) Self-Attested Copies of Audited Annual Account i.e. Balance Sheet and Trading / Profit & Loss Account for the financial years 2020-21, 2021-22 and 2022-23 (with UDIN No.) will be required. If account statements are not required to be audited, then CA certified Turnover certificate with UDIN will be submitted by bidders.
- 3) Experience certificate: Copy of work order and Completion Certificate / Commissioning certificate / MOM (confirming completion or Commissioning of work) / handing over certificate from Bidder's customer for similar works shall be submitted by bidder in Techno-commercial bid. BHEL reserves the right to verify the contents of given certificate. Complete postal address, name of contact person, phone no. & email address of issuing authority is to be submitted by the Bidder in Techno- commercial bid. In case BHEL intends to visit Bidder's customer, the same shall be facilitated by Bidder (expenditure of visit of BHEL official shall be borne by BHEL).
- 4) Self-Attested copy of approval of Indian Banks Association (IBA) for last three years continuously, including current year.
- 5) Complete detail - Address, GST No., Phone number, Cell No., E-mail address and name of person-incharge is to be provided for each Branch Office.

Eligibility criteria are meant only for qualifying in this tender. It does not mean that scope of work for a transporter will be limited to states wherein transporter has shown to have branch office.
- 6) Undertaking in the form of an affidavit on non- judicial stamp paper valued Rs.100/- and duly notarised.
- 7) **Deleted.**
- 8) All pages of Tender Documents signed and stamped by bidder as token of acceptance of all terms and conditions of tender.
- 9) Contractor Registration Form dully filled and signed (if not registered with any unit/site of BHEL) along with the Tender Document. If contractor is registered vendor of any BHEL Unit / Site, the Certificates from BHEL Unit / Site where bidder is an approved transporter on the date of submission of tender or attested copy of Contract Agreement may be submitted.
- 10) Self-attested copy of ISO certificate - in case bidder is an ISO certified company.
- 11) Address of Web site- In case bidder has Web based tracking/movement/delivery reporting system. Preference may be given to transporters who have a web based tracking/ movement/ delivery reporting system.
- 12) Details of its group concerns or affiliates etc. who are also engaged in transportation business.
- 13) Details/particulars of partners /proprietors/directors of bidders /group concerns or affiliates etc. including details of DAN (in case of directors) and PAN numbers (in case of Partners/Proprietors) duly supported by self-attested copies of relevant documents.
- 14) A copy of the partnership deed or a copy of Power of Attorney attested by a Notary as required in clause 3.4 of Annexure A.
- 15) Declaration from contractor declaring / disclosing following facts:
 - a) They have quoted rates for all category based on percentage weightage allotted for each category for total bill of quantity and their quoted rates are valid for total bill of quantity as given in Annexure-'D'.
 - b) They have gone through and have understood the transporter performance evaluation system Annexure- 'G1' & 'G2'.
 - c) They have read and understood all the conditions of the Tender Documents and agree to them in all respects.
 - d) They have placed all documents as per requirement of Tender in Techno Commercial Bid.

- e) The bidder has quoted "Price" in "on GeM Portal only" and not provided prices anywhere else in document. Bidder to go through the Price bid calculation sheet provided on GeM portal and in tender document.
- f) The bidder Bidder must have an office in Varanasi, equipped with a computer with e-mail facility and a mobile phone.
- g) Confirmation that none of its Group concerns or affiliates etc. appear on the list of banned firms/companies by BHEL (List available on www.bhel.com) nor any of the Director/Partner/proprietor of bidder /such group concern or affiliate are involved with such firm /company.
- h) Confirmation that other than the bidder, none of its group concern or affiliates etc. are participating in the tender either directly or indirectly through any other agency under same Proprietor/common Partner (s)/common Director(s).
- i) Confirmation that they will take part in reverse auction and in no case rate/value quoted as L-1 at the time of reverse auction shall be higher than the rate/value quoted on the GeM portal.

Note: Bidders are advised to place all documents required as in same order as mentioned above.

2. Bidder to note that no exemption is given to any Bidders for Turn Over and Experience Criteria.

3. Rejection / Disqualification

- 1) Bids of transporter / contractor who does not submit all required documents will be rejected.
- 2) The documents submitted by transporter may be verified. For this, transporter will provide original documents as and when required by BHEL. If transporter is unable to provide authentic document as demanded by BHEL, the bid of said transporter will be rejected.
- 3) Following conditions, which comes to notice of BHEL at any time, will attract rejection of bid /disqualification of contractor from tendering process / termination of contract / any other legal action as per BHEL's guidelines including suspension of business dealing as the case may be:
 - a) Contractor / Transporter is having any pending legal case with any unit / site of BHEL.
 - b) Contractor / Transporter has been put on hold / suspended / delisted / banned / black listed by any BHEL Unit/site.
 - c) Contractor / Transporter has been booked by CBI and / or charged by a court of law in any criminal case relating to transportation.
 - d) The statement made by the bidder in the affidavit cum undertaking is false.
 - e) Any document submitted by the bidder is forged for deliberately misleading BHEL.

4. Techno Commercial Bid Annexures

Techno Commercial Bid will contains following Annexures:

Annexure "A"	-	Instructions and Guidelines to Tenderers.
Annexure "B"	-	General Terms & Conditions of the Tender.
Annexure "C"	-	Special Terms & Conditions of the Tender.
Annexure "D"	-	Bill of Quantity / Schedule of rates (Unpriced)
Annexure "E"	-	Proforma for submission of freight bills.
Annexure "F"	-	Check list.
Annexure "G"	-	Performance Evaluation & Roster system (G1 & G2).
Annexure "H"	-	Reverse Auction-Terms & Conditions.

TENDER NO: HERP/WCM/FAST CARGO/2023-24**INSTRUCTIONS & GUIDELINES TO BIDDERS****1. TENDER DOCUMENT**

Tender Document shall comprise of **Annexures A, B, C, D, E, F, G, and H.**

2. SUBMISSION AND OPENING OF TENDER

As per GeM Bidding document.

3. MISCELLANEOUS:

3.1) Bidder to quote their price (On Gem Portal Only) strictly as per BOQ considering all category of BOQ shown in the schedules **Annexure- "D"**. The Rates of per Kg for each category will be derived as per formulae stipulated in Price Bid format. All entries in the Tender Documents should be clearly written in ink or typed. Erasing and overwriting is not permitted. All corrections/ cancellations/ insertions should be duly attested by the tenderer concerned.

3.2) While quoting their rates tenderers are advised to take into account all expenditure, charges, taxes (including GST) etc., which are incidental in deploying the vehicles during the operation of Transport Contract for One year or extension thereof. No claim, whatsoever, will be entertained because of such sundry expenses or any increases thereof that may come into existence after the acceptance of tender and or during the currency of the Contract.

3.3) The rates quoted in the tender shall remain valid, for the purpose of acceptance, for a period of **90 days** from the date of opening of Technical Bid.

3.4) In case the tenderer is a Partnership firm under Partnership Act the tender must be signed by all the partners of the firm or by the Managing Partner who has powers to do so or by a person holding the power of attorney on behalf of Partnership firm. This also holds good for Private Limited Companies. A copy of the partnership deed or a copy of Power of Attorney attested by a Notary should accompany the tender. BHEL will not be bound by any other power of attorney granted or change in the composition of the firm made, subsequent to the execution of the Contract Agreement. They may, however, recognize such power of attorney or change in status after obtaining legal advice and the cost involved thereby shall be chargeable to the concerned transporter.

3.5) "BHEL shall be resorting to Reverse Auction (RA) (Guidelines as available on GeM portal) for this tender. RA shall be conducted among the techno-commercially qualified bidders. Please refer Annexure-H for detailed RA guidelines.

3.6) Tenders not submitted on the prescribed form are liable to be rejected.

3.7) Before quoting for the work, the tenderers should ascertain the nature of the material and the shortest route along which material can be safely transported. BHEL will not pay any extra charges.

3.8) The successful transporters will continue to maintain office with Computer/E-Mail facility at Varanasi.

3.9) BHEL RESERVES THE RIGHT:

3.9.1) To open/accept/ reject/ cancel / negotiate tender in totality without assigning any reason thereof.

3.9.2) To cancel / terminate the order/contract at any time during its currency without assigning any reasons what so ever.

3.9.3) To evaluate the price bids of transporters. The decisions of BHEL evaluation team will be final and binding on the transporter.

3.9.4) The successful tenderers whose tender is accepted for awarding the Contract shall enter into a Contract at their own cost on valid non-judicial stamp paper of Rs. 100/-. Successful tenderer shall also inform all their branches of the terms and conditions of this contract under intimation to BHEL, HERP, Varanasi to ensure strict compliance with the provisions of the Contract.

3.9.5) Canvassing in any form, in connection with the tender, is strictly prohibited and tender of such transporters will be rejected. In case of any information furnished by the tenderers being found incorrect before or after qualifying their tender/contract such tenders will be rejected /terminated.

4. ESTIMATED COST:

The estimated cost of total works for one-year period will be in range of Rs. 11 to 13 Lakhs tentatively.

5. EARNEST MONEY: NIL

6. SECURITY DEPOSIT:

Security Deposit means the security provided by the Contractor towards fulfilment of any obligations in terms of the provisions of the contract.

The total amount of **Security Deposit will be 10% of the contract value.**

Modes of deposit:

Security Deposit of the contract value may be accepted in the following forms:

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

(Note: 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).

Collection of Security:

Full amount of required Security Deposit, will be deposited by bidder **before start of the work**. If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered by BHEL from payment/s due to the Contractor. The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work.

The Security Deposit shall not carry any interest. Security Deposit shall be released to the Contractor upon fulfilment of contractual obligations as per terms of the contract, and signing a 'Contract Closure Statement' jointly with BHEL. Any bill submitted by transporter after signing of the 'Contract Closure Statement' will not be processed by BHEL.

In case of delay in submission of performance security, enhanced performance security, which would include interest (Repo rate + 4%) for the delayed period, shall be submitted by the bidder.

TENDER NO: HERP/WCM/FAST CARGO/2023-24**GENERAL TERMS AND CONDITIONS FOR THE CONTRACT**

The under -noted terms and conditions (Annexure "B") together with **Annexures A to H** shall form part of the Contract between the TRANSPORTERS and Bharat Heavy Electricals Ltd. HERP, Varanasi (hereinafter referred to as BHEL) for the period of Contract or extension, if any. The provisions of this contract shall cover HERP unit of BHEL at Varanasi.

1. INFORMATION SYSTEM:

1.1) The Transporter shall keep close liaison with the In-charge of Shipping deptt of BHEL-HERP, Varanasi for carrying out the assigned works successfully. Similarly, such liaison shall be maintained by the transporter's Managers with leading suppliers of BHEL & BHEL's customers.

1.2) The Transporter shall give a periodic statement to In-charge of Shipping deptt regarding status of the consignments transported through the transporter indicating action, if any, to be taken by BHEL for the consignments pending for delivery. Transporters shall submit the delivery report of consignments of every month by 15th of next month for incoming and outgoing consignment to HERP, BHEL, Varanasi. The transporter shall also provide details of consignments/goods lying with them since more than one month and reason for same.

1.3) For sorting out operational and other problems between BHEL & Transporter, the transporter's representative will be in contact with concern BHEL executives.

1.4) Requisition for vehicle will be sent to transporter vide email or any other electronic communication. Transporter will enclose the said requisition along with Freight Bill, without which the bill will not be processed.

2. REQUIREMENTS OF PERFORMANCE:

2.1) Before booking the consignments, the transporter shall ensure that consignments, suitably packed or open type carry either a packing slip fixed on outside the package or Paint -written description on it. Minimum requirements are Purchase Order / Work order, Package No., Name and address of consignor with booking station. Ship name, Bill of Lading/Air Way Bill No. etc. in case of import / export consignment should also be mentioned. Besides, Transporter's agent must ensure that he collects copy of Invoice/ T-Note/ Party Challan/ E-waybill and wherever applicable GST paying documents, i.e. second copy of Invoice, "DUPLICATE FOR TRANSPORTER" etc. and the same should move along with consignment. GST paying documents, i.e. 2nd copy of Invoice "DUPLICATE FOR TRANSPORTER" Material Gate Pass should be mentioned on the GR. In case the supplier does not give 2nd copy of Invoice "Duplicate for Transporter" should be specifically mentioned on the GR. The transporter shall be liable to compensate for loss, if any to BHEL, on this account.

Where the consignor has furnished the Transporter the GST paying documents, i.e. 2nd copy of Invoice "DUPLICATE FOR TRANSPORTER" and the same is not delivered to Stores/ Sites, the responsibility for loss due to this shall rest with the transporter. Transporters have to make a careful note of this and ensure compliance of this condition without fail/ fault. The GST paying documents, i.e. 2nd copy of Invoice, "DUPLICATE FOR TRANSPORTER" should be delivered with the material to consignee against signature. In no case BHEL will accept seasonal rate variations.

2.2) All dispatches to BHEL Varanasi must be door delivered at Central Plant Store BHEL, HERP, VARANASI. All dispatches to Customer's site must be door delivered in all zones of goods -The transporters shall collect and deliver the consignments from BHEL/ Sites/ Suppliers or other notified places without any extra charges.

Wherever, E-waybill is applicable, the transporter must ensure that the relevant E-waybill is properly generated by the supplier and the E-waybill No. must be mentioned on the GR/ LR, otherwise it may lead to seizure of goods by Sales Tax Authorities and imposition of heavy PENALTY. In case of such eventualities (like seizure of goods & imposition of penalty), all the responsibility of getting the goods/ consignments cleared from the Sales Tax Authorities lies with the transporter and they will have to bear all the expenses including the deposition of penalty.

2.3) Loading/ Unloading including crane facility, at consignor's / consignee's premises shall be the responsibility of the Consignor/ Consignee as the case may be. Similar facility of loading /unloading shall be maintained by the transporter at their go-down and will be extended free of cost to consignor / consignee.

2.4) All the R.T.O. permission or any other permission/ authorization from competent authority shall be obtained by the Transporter at his own cost. Any contingency arising in this respect shall be the responsibility of the Transporter. However, state E-waybills, wherever required, shall be made available by the consignor. Also the Transporter shall be responsible for any mishap, accident in route and consequences thereof including legal complications, if any.

2.5) The Contract as entered into between BHEL and the transporter (s) shall in no way, nullify, reduce, mitigate or absolve the parties of any responsibility, obligation or liability that may devolve upon them under the Carriers Act. 1965 (as amended up to date).

2.6) The Transporter shall carry materials/ packages/ consignments or whatever kind of description and weight and the vehicles carrying such consignments shall be suitably equipped for the same. He shall take all due care for protecting the consignments from rains and be responsible for their safe and sound condition during his possession. The Transporter shall take all due care of consignments while loading/unloading. During transshipment he shall provide all packing and lashing at his own cost. All the safety precautions required in transportation such as lashing and securing the consignments, providing red flags, lights, pilots/ escorts etc. shall be the responsibility of the transporter.

2.7) The GR issued at the booking station should be complete and there should not be any cuttings/ overwriting on it. A copy of GR should be given to the consignor at the time of taking delivery of the material and a responsible person on behalf of Transporter should sign on the G.R. There should be reference of BHEL Purchase Order/ Sale Order/ Sub Contract Order on the G.R. copy in addition to the gross weight & dimensions of the consignment. The Transporter shall not, in any case, issue GR's to the suppliers/ consignor without taking physical possession of materials.

2.8) The weight, measurement and the description of goods/ materials mentioned in the challan/ packing lists of the suppliers shall be the basis for assessing the losses in transit and for recovery of damages/ compensation there from. The Transporter shall be responsible for any discrepancy found at the destinations in respect of the description of the weights/ goods/ consignments. The transporter shall also be responsible for checking the packing conditions of consignments before taking delivery of the same for transportation. Once the material is accepted by the transporter it shall be deemed to have been handed over by the consignor in good condition and proper packing. Unless otherwise pointed out on the GR at the time of taking delivery from the consignor at the loading point.

2.9) The Transporter and his agents shall comply with the security & safety regulations of the company in the matter of entry, exit and the movement inside the premises of BHEL. The Transporter shall ensure that all employees/ persons engaged/ authorized by him for carrying the work, behave properly with the company's officers/ staff. In the event of any misbehavior, reported by the concerned officer of BHEL, the transporter shall immediately withdraw such employee/ persons from the work.

2.10) All vehicles carrying materials to BHEL will be normally allowed to enter the Plant only between 8.00 AM to 02:30 PM on all working days. Normally vehicles will be unloaded/ loaded within 24 Hrs. or end of next working day, if the transporter's agent has complied with requirements of documents and packing slip. Detention of transporter's vehicle beyond the above period, because of non -compliance of these conditions will be natural and BHEL will not be responsible for such abnormal detentions.

2.11) The transporter is responsible for safe transportation of the goods. Transporter shall be responsible for open delivery of the cases, externally damaged or in case of doubt of weight difference and shall give the shortage certificates. He shall be liable to make good such shortages/ damages. BHEL reserves the right to reject the material in total and claim 100% from the Transporter on account of damages/shortages. The cost so assessed by BHEL or their authorized representative shall be final. In case of any mishap to consignment during transportation, the transporter shall inform both the consignee and consignor immediately but not more than 48 hours about the complete details of this mishap and extent of loss/ damages.

2.12) BHEL shall insure the consignments wherever necessary with the underwriters/ Insurance Company. This shall, however, not absolve the transporter of any responsibility of safe and proper transportation of the goods to the proper destination and of his liability to compensate BHEL for the damages/shortages in respect of the consignments.

3) PROHIBITION OF SUB-LETTING:

The Transporter is not allowed to pass the responsibilities connected with the transportation to another agency/ transporters. Under no circumstances, after entering into Contract, the tenderer would be permitted to arrange transport of consignments, entrusted to him, through another transporter except with the written permission of BHEL. However, hiring of vehicles and services from other agencies/ transporters is permitted but the onus of safe and timely transportation of the consignment rests with the tenderer. The Transporter shall not sublet or transfer the Contract or any part thereof, which tantamount to termination of the Contract and forfeiture of security deposit.

4. EXTENSION & TERMINATION OF CONTRACT:

4.1) The contract shall be valid normally for a period of One year from the date of award of contract. The contract could be considered for further extension for one year or part thereof on the same terms and conditions with mutual consent.

4.2) BHEL may enter into parallel Contract simultaneously with any other Contractor/ Transporter as may be deemed fit at any time during the period of Contract in the interest of the work for any or all the stations and for any or all the Annexures.

4.3) BHEL reserves the right either to short close the contract or terminate the contract entered into with any or all of the transporters without assigning any reason by giving one-month notice by registered post / E-Mail / in person.

4.4) If the transporter fails or neglects or refuses to observe/ perform any of the terms and conditions/ obligation in the contract, BHEL may, without prejudice to any other rights, terminate the Contract by giving one month notice in writing and recover from the transporter any damages suffered by it on account of the failure, negligence, refusal, violation or breach of the contract or any part thereof including the amount by which the cost of completion of the work done by any other agency shall exceed the amount payable to the transporter under this contract.

4.5) If a transporter is not found to be Bank approved at any time during the contract period or fails to submit valid IBA approval extension within one month of expiry of validity, the offer of work load shall be stopped immediately and the contract with him may be terminated.

5. Alternate Arrangement – If a transporter does not lift material as per requisition given by BHEL, BHEL will arrange for alternative means. The extra cost borne by BHEL will be recovered from vendor/contractor. Also, 5% of total cost incurred will be recovered as overhead charges. All payments including any penalty, damages or compensations payable by the Transporter to BHEL under the terms of this Contract or under any other contract with BHEL may, without prejudice to any other mode of recovery, be deducted from the Security Deposit or realized from the sale of securities or from the any sum which may be due or become due to the transporter by BHEL in any contract (s). In the event of the security deposit being reduced by reasons of such deductions or sale as aforesaid, the transporter shall within ten days thereafter make good in cash or in security endorsed as aforesaid, any sum or sums by which the security deposit has been reduced.

6. ARBITRATION:

- i.** All questions/interpretations regarding subject matter of the contract shall be decided by the BHEL on the request of the vendor and the decision of the BHEL shall be final.
- ii.** In case of dispute, steps shall be taken by the parties to the contract to settle the same through negotiations.
- iii.** In case, dispute is not settled in negotiations, it shall be referred to conciliator appointed by the competent authority of the BHEL. The conciliation proceedings with respect to a dispute as defined in the BHEL conciliation scheme, 2018 and subsequent revisions can be initiated under the scheme at any stage whether before, during or even after the commencement of arbitration proceedings or litigation before courts. This conciliation scheme is available on our websites www.bhelherp.com and www.bhel.com.
- iv.** In case dispute is not settled in conciliation proceedings, the same shall be referred to arbitration as per corporate guidelines of the BHEL and the arbitration proceeding shall be conducted as per provisions of the arbitration and conciliation act, 1996 read with corporate guideline as amended from time to time.
- v.** The Transporter shall continue to perform the contract, pending settlement of dispute(s).

7. JURISDICTION:

In case of any suit or other legal proceedings arising under or relating to this contract, the courts at Varanasi, only shall have jurisdiction.

8. INDEMNITY:

The Transporter shall indemnify BHEL against all losses, claims etc. arising out of any of his acts or out of the acts of his servants or agents. In case of loss/ non-availability of Original Consignee Copy, a letter from BHEL/ Consignor should be sufficient to take delivery of consignment.

9. Conflict of interest among Bidders/Agents:

A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anti-competitive practices to the detriment of procuring entity's interests. The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if

- a) They have controlling partner (s) in common; or
- b) They receive or have received any direct or indirect subsidy financial stake from any of them; or
- c) They have the same legal representative/agent for purposes of this bid; or
- d) They have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder; or
- e) Bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/ sub-assembly assemblies from one bidding manufacturer in more than one bid; or
- f) In cases of agents quoting in offshore procurements, on behalf of their principal manufacturers, one agent cannot represent two manufacturers or quote on their behalf in a particular tender enquiry. One manufacturer can also authorize only one agent/dealer. There can be only one bid from the following:
 - 1. The principal manufacturer directly or through one Indian agent on his behalf; and
 - 2. Indian/foreign agent on behalf of only one principal; or
- g) A bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the bid; or
- h) In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/ common business/ management units in same/ similar line of business.

10. FORCE MAJEURE CONDITION - In case of force majeure conditions e.g. floods, riots, road breaches, war, cyclone, earthquake etc, over which the transporter has no control, will inform BHEL immediately. Any delay due to the above reasons shall be duly considered by BHEL on representation, with documentary proof by the transporter.

11. VEHICLE PLACEMENT & LIFTING:

11.1) Vehicle for loading will be placed at loading point by **10:00 AM**. All vehicles carrying materials to / from BHEL will be normally allowed to enter the plant only between 08:00 AM to 02:30 PM on working days. Wherever possible sufficient advance intimation in writing (email/ fax) shall be given for requirement of trucks/ trailers.

11.2) Due to non-placement of vehicle in time, BHEL reserve the right to transport to incoming & outgoing consignments through other transporters alternative means/ arrangement. However, if freight paid is more than contract rate the excess amount will be recovered/ deducted from the freight bill of transporters in that particular group.

11.3) Tenderers shall also ensure that Motor Vehicle Act, 1988/ rules stipulations are strictly followed. It will be the transporters responsibility to deploy proper trucks/ trailers to transport consignments covered under the scope of work as per the Motor Vehicle Act, 1988/ rule stipulations.

11.4) In case BHEL demands placement of vehicle even on Sunday or holidays the same will be provided on the required date and same shall be accounted for decided the delay in placement of vehicle.

12. LIFTING OF CONSIGNMENTS:

The transporters will lift consignments of all categories from ANY WHERE TO ANYWHERE and deliver to consignee in India within the scope of this contract whether or not they have their branch office at the originating or at destination station. This contract shall be on ALL INDIA basis and hence the head office of transport should inform all their zonal/regional branch offices in the country about the terms & condition and rates of this transport contract to ensure full implementation of this contract. While loading the materials, the transporter will have to ensure the physical verification of materials loaded in their vehicle. No shortages will be accepted at later stage by BHEL.

13. DESPATCH HOLD BY BHEL/ CUSTOMER

If further movement of consignment is not possible due to any customer related problem, transporter may be required to unload and keep consignment to its custody till cleared by customer where upon the transporter shall reload and despatch the consignment to destination. Such transshipment will be allowed by in charge Shipping deptt. (Not below the rank of DGM).

14. MISCELLANEOUS:

Any changes in Motor Vehicle Act announced by Govt. of India Ministry of Surface & Transport from time to time will be applicable and necessary charges thereof shall be binding both on BHEL & transporters. Additional financial burden if any on transporter will be decided mutually.

14.1) Under ISO -14001 -2004 and OHSAS -18001 - 2007 obligations for environmental safety and occupational Health Safety the necessary instructions shall be followed

14.2) As per section 194 -C of Income -Tax act, deductions of Tax at source is required to be made from payments of Transporters or Sub-Contractors.

14.3) Freight Confirmation Letter (FCL) will be issued at the time of booking/ lifting of material by the concerned departments for To-pay GRs wherever required. However, the transporter will submit the photocopy of acknowledgement taken from consignee duly certified by him within two weeks of date of delivery. In case these are not submitted regularly in time then further FCL will be issued only after submission of acknowledgements instead of at the time of booking.

14.4) No material belonging to BHEL will be auctioned by Transporters where customers have defaulted in taking delivery. The Transporter will give notice under Registered Post and ask for instructions in the matter. These cases should be followed up personally by the Local Branch Manager of the Transporter concerned. The matter should also be followed up with the consignee by the Transporter.

14.5) The transporters should normally submit original RC books along with self-attested photocopy of the same for vehicle placed for loading to ascertain smooth movement during transit & in order to avoid delays by hold -up of vehicles by R.T.O. etc. Branch Manager or his authorized representative should be present at the time of loading of trailer load consignments. The transporter will ensure proper loading including lashing of packages, satisfy himself with their condition at the time of booking and issue of GR.

14.6) Freight Bills should accompany invariably with original acknowledgement on GR otherwise, same may not be verified.

14.7) Where all measures have exhausted and still the consignment is held by the Transporter for a period of one year or more, material may be rebooked by transporter to BHEL, Varanasi i.e. to the consignor on "Freight To Pay" basis without waiting for instructions. In such cases the liability for to and fro freight will rest with BHEL. There will, however, be no charges leviable towards "demurrage".

14.8) In no case BHEL will accept seasonal rate variations.

14.9) In case the transporter is found to have overloaded the trucks/ trailers and any penalty is being levied off by any authority. BHEL would not be held responsible. Transporter has to ensure to delivery of the consignment at proper point within permissible time.

15. Any deviation with respect to any of terms & conditions of contract will not be acceptable until prior approval taken from BHEL.

16. Breach of contract, Remedies and Termination

In case of breach of contract, wherever the value of security instruments like performance bank guarantee available with BHEL against the said contract is atleast 10% of the contract value, the same will be encashed. In case the value of the security instruments available is less than 10% of the contract value, the balance amount would be recovered from other financial remedies (i.e. available bills of the contractor, retention amount, etc. with BHEL) or legal remedies be pursued.

Further, levy of liquidated damages, debarment, termination, de-scoping, short-closure, etc., shall be applied as per provisions of the contract.

TENDER NO: HERP/WCM/FAST CARGO/2023-24

SPECIAL TERMS AND CONDITIONS

1. SCOPE OF WORK:

1.1. This contracts will cover transportation of consignments weighing up to 500 Kgs (in multiple packages) such as Machinery, Raw Materials, Fabricated items, Spares, Consumables, Fasteners, Castings, Forgings, Semi finished items, Component, Hardware items & Sundries etc. / from BHEL Varanasi to / from various destinations across following 04 zones OR to / from anywhere to anywhere in India. However, Maximum Weight (Actual/Voluminous) of the Single box to be offered for transportation should not be more than 250 Kg/36 Cubic feet. In case of Inter zone transportation, rates of zone having higher rates shall be applicable.

i. North Zone: Jammu, Punjab, Himachal Pradesh, Haryana, Delhi (NCR), Uttarakhand, Uttar Pradesh, Rajasthan, Chandigarh

ii. West Zone: Madhya Pradesh, Gujarat, Maharashtra, Goa, Dadra Nagar Haveli, Daman & Dill

iii. South Zone: Kerala, Karnataka, Andhra Pradesh, Tamil Nadu, Telangana

iv. East Zone: Chhattisgarh, Bihar, Jharkhand, West Bengal, Orissa

1.2 Minimum Chargeable weight shall be **40 Kgs**

1.3 Rate quoted should be 'All Inclusive Rates'. No additional charges like Docket charges, Door collection/delivery charges, handling charges etc., shall be paid extra. However, following ODA/ OCA Charges will be paid extra in case of Collection / Delivery Point located more than 25km. radius away from nearest Branch Office (Note: Up to 25 km one way i.e. up & down 50km)

Weight	ODA/OCA Charges per LR
Up to 250 Kgs	Rs 600/-
From 251 Kgs to 500 Kgs	Rs 1000/-

1.4 The approximate Business volume in one-year period is expected to be 46880 Kgs.

2. COLLECTION OF CONSIGNMENTS

2.1 Dispatches of consignments through Fast moving cargo service will be depending upon recommendation of concerned dept. and approval of competent authority (Not below than DGM).

2.2 At least "1 day" advance notice for placement of vehicle for pick up will be given by BHEL indicating required date of placement of vehicle. The transporters are expected to place the vehicle on the demanded date.

2.3 In case the vehicle is not placed on the demanded date penalty of Rs. 100/ per day (counted from next day to demanded date) may be imposed.

2.4 BHEL Security regulations shall be followed strictly by the transporter.

2.5 Transporter shall ensure to collect necessary documents as mentioned in clause 5.

3. CONSIGNMENT WEIGHT / MEASUREMENTS

3.1 This contract will cover transportation of consignments weighing up to 500 Kgs (in multiple packages). However, Maximum Weight (Actual/Voluminous) of the Single box to be offered for transportation should not be more than 250 Kg/36 Cubic feet.

3.2 Minimum Chargeable weight shall be **40 Kgs**

3.3 VOLUMETRIC WEIGHT CHARGES - The freight amount for the consignment falling under voluminous category will be calculated as under to arrive at equivalent weight: - One cubic feet shall be equivalent to 10 Kgs.

Only when volume-equated weight is more than of actual/design weight, the consignment will be declared as voluminous.

3.4 Actual weight / Design weight/ Voluminous weight shall be taken for the purpose of Freight calculation (Charged weight). However, in special circumstances, weight declared by the supplier in challan or by Shipping will be considered when weighment is not possible subject to authorization by In-charge Shipping (minimum level E6). Total freight amount will be rounded off to nearest full rupee value for claiming freight charges.

3.5 Maximum chargeable voluminous weight under voluminous category will 250 Kg.

4. DISPATCH DOCUMENTS

4.1 While accepting the consignments for transportation, the Transporter shall ensure to collect all the necessary documents from the consignor viz.

- a) Tax Invoice / Delivery Challan
- b) Loading advice cum billing document/MDCC.
- c) Driver /Lorry/Destination Copy of LR along with 'freight bill copy',
- d) Consignee Copy of LR for door delivery,
- e) E -Way bills.
- f) SMIV/PMIV/ dimensional Inspection reports/Guarantee-warranty certificate/Test Certificate/Drawing /Packing list, Excise Gate Pass, wherever applicable.

4.2 The Transporter shall be responsible for delivering the connected documents particularly original Lorry /GR copy, Tax invoice/Delivery challan, MDCC, counter-foil of E way bill etc. to the consignee and obtaining acknowledgement of the same.

4.3 In case the Transporter fails to deliver original Tax invoice (duplicate for transporter to claim ITC on GST) and any other documents to Shipping and counterfoil of the way bill to Consignee, responsibility for loss shall be entirely on transporter.

4.4 All documents related with transportation, required to be shown at various check posts are collected by the transporter so that the consignments are not detained/delayed en-route on this account. Detention / delays on this account will be the transporter responsibility.

4.5 Tracking of docket should be available on the internet.

5. SAFETY OF CONSIGNMENT

5.1 The transporter shall be solely responsible for the safe custody of the consignments from the time the documents are handed over to him until the consignments are delivered at the destination, duly obtaining acknowledgement of delivery.

5.2 Any failure in this regard shall be viewed seriously and BHEL shall be free to take deterrent/penal action on the bidder concerned e.g. Suspension of business forthwith and future business dealings by BHEL and recovery of all losses suffered by BHEL from the transporter.

5.3 The transporter will indemnify BHEL against any loss, damage, breakage, shortage and pilferage of any materials while in his custody.

5.4 Even, in cases where the transporter does not have his branch office or delivery points, all consignments shall be accepted for transportation and deliver at such points. Similarly, the transporter shall arrange for the collection of materials from such points and delivery at any such points.

5.5 Transporter shall not auction any material belonging to BHEL, where customer/ supplier has defaulted in taking delivery for various reasons. The transporter will give notice under registered post to BHEL and ask for instruction in the matter. The local manager of the transporter concerned should follow up these cases with the consignee at one end and consignor at the other end.

5.6 Where all measures have exhausted and still the consignment is held by the transporter for a period of one year or more, material shall be rebooked to the Consignor, on freight "To Pay" but no demurrage payable basis without waiting for instructions. In such cases, liability for to & fro freight will rest with BHEL.

6. DETENTION. DEMURRAGE. WHARFAGE & STORAGE

No demurrage, wharfage, ground rent, godown rent is payable to the transporter for incoming and outgoing materials either from BHEL or from our customers

7. TRANSIT PERIOD

The transit period shall commence from date of LR/Docket OR date of EXIT from factory premises, whichever is later.

TOTAL ALLOWABLE TRANSIT PERIOD: - Transit Time (as per table given below) + 1 Day for Booking + 1 Day for Delivery.

Allowable Transit Time shall be as under: -

Sr. no.	Distance	Transit time
01	Up to 500 Km	05 days
02	501- 1000 Km	07 days
03	Above 1000 Km	10 days
04	Destination in North-East / Special Zone	15 days

8. PENALTY FOR DELAYED DELIVERY:

Sr. no.	Delay	% of Penalty
01	Up to Two days	2%
02	3 to 5 days	5%
03	6 to 7 days	10%
04	Above 7 days	25%

The above % of penalty is imposed on the BASIC FREIGHT CHARGES of the consignment EXCLUDING OCTROI AND GST.

If the due delivery date happens to be a National / Public / Company holiday, the delivery should be done on the immediate next working day.

9. DELIVERY & ACKNOWLEDGEMENT:

9.1 The Transporter shall be responsible to obtain acknowledgement of delivery of goods (POD) from the consignee strictly in the prescribed manner with signature, name & seal of consignee's representative receiving the material duly specifying date & time, and condition of the consignment on delivery incorporated overleaf LR/MR submitted along with their freight bill claim. In case of any lapse, processing of the freight bill for release of payment will be made only after due investigation. Scanned copy of receipt will also be accepted as proof of delivery.

9.2 All consignments with consignee copy attached will have to be delivered to site / customer in case of outgoing consignments.

10. FREIGHT PAYMENT:

10.1 The freight bills along with the proof of delivery for materials delivered will be presented to the concerned Division / Deptt. of BHEL i.e. Shipping within 15 days from the date of delivery of material at Varanasi and within One month in case of delivery at BHEL's sites / customers' places. GR wise freight bills will be submitted by transporter for freight payment. Multiple GRs in single date for same destination from one supplier will be avoided. Multiple GRs of same date from different party for same destination will be clubbed while making payment

10.2 Freight shall be payable to Transporter through EFT (Electronic Fund Transfer) endorsed in the name of the Transporter subject to compliance with all the conditions stated in the various Annexure. However, transporter shall issue money receipt (GR wise) for all the payments received by them within 15 days of getting payments.

10.3 Bills shall be submitted to the concerned department of BHEL, only twice in a month

10.4 The transporters are expected to check payment condition in LR at the time of booking so that later on their bills do not remain pending

10.5 Payments will be released as per details mentioned in table from the date of submission of complete Bill (Online GST bill with digitally signed is also acceptable) in all respects;

Types of Bidder	Payment Terms (Number of Days)
Micro & Small Enterprises (MSEs)	45 Days
Medium Enterprises	60 Days
Non- MSME	90 Days

Consignee's acknowledgement obtained on the POD/GR should clearly indicate the date of delivery with signature, name & seal of the consignee. Subject to clear documentation, freight payment will be made through Electronic Fund Transfer after deducting TDS as per applicable law. Total freight amount will be rounded off to nearest full rupee value for claiming freight charges.

10.6 Transporter has to furnish original copy of POD along with the bills.

10.7 Incomplete bills shall be returned back to the transporter indicating deficiencies in the bill.

10.8 Bills to be submitted to Head of Shipping Dept.

10.9 The Transporter shall carry the duplicate copy of Excise Invoice from the suppliers / RDAN / T-Note copies for Imports from BHEL ROD's along with the consignment and other necessary documents if any, are to be handed over to the consignee, failing which, action will be initiated against the transporter.

10.10 For the outgoing consignments booked on "To Pay" basis, where the transporter has to realize payment from the consignee and the consignee does not make the payment, Shipping, BHEL HERP, Varanasi will accept the freight bills subject to: -

- a. Submission of Non-Payment Certificate issued by the consignee to the Transporter on Performa as specified by BHEL.
- b. Processing of such freight bills shall be done only on endorsement/ authorization by concerned product commercial group and released through Finance (Stores Accounting) of BHEL.

10.11 Freight Bills submitted after 90 days from the date of delivery will not be accepted unless transporter explains the delay in writing.

10.12 Freight charges for consignments acknowledged on delivery under damage / shortage / discrepancy condition(s) shall be paid only after clearance by concerned product commercial in regard to acceptance of consignments by Customer, or settlement of insurance claim by underwriters in case of equipment damage.

10.13 Any levies or cess, if legally applicable on the freight charges shall be reimbursed on production of documentary evidence, along with the freight bills.

10.14 In terms of Goods & Service Tax applicable under prevailing Act thereto (In case bidder has opted Reverse charge method), the bidders in their freight bills will ensure an endorsement of certificate stating that they have not availed Input Tax Credit on GST paid on inputs or capital goods.

11. GST CLAUSE (TAXES & DUTIES):

11.1 GST will be payable extra as per provisions of extant GST Act. GST @ 5% under Reverse Charge Mechanism (RCM) will be applied for evaluation of Tender, however Bidder may opt GST under Forward Charge Mechanism (FCM) or Reverse Charge Mechanism (RCM) during execution of contract

11.2 In case of GST credit is denied by GST portal due to improper documentation OR wrong uploading of data by transporter, the same will be recovered from the transporter along with interest, if any.

12. PERFORMANCE EVALUATION

The performance of Transporter shall be reviewed periodically. Allotment of work load i.e. transportation of consignments to all destinations in India from anywhere to anywhere in India and continuance in contract will be related to performance as per detailed system given in Annexure G1 & G2. For better on-line updation of vehicle movement and delivery particulars and better communication, the transporters shall be required to have Internet web/ E-mail facility at their branch offices. This is for booking, loading, vehicle requisition etc. through Internet Web/ E-mail. If this facility is not maintained, the offer of workload to the concerned transporter can be stopped. In case the performance is not found up to the mark, BHEL reserves the right to terminate the contract without any further reference to Annexure - G-1 & G-2.

Note:

It is to be noted that in case of any conflict arises for provisions given in STC and GTC, then SCT will supersede GTC.

ANNEXURE –“D”**TENDER NO.: HERP/WCM/FAST CARGO/2023-24****Bill Of Quantity/ Scheduled of Rates / Unpriced Bid**

DESCRIPTION	Respective Proposed Zone Of HERP Varanasi Fast Moving Cargo Transport Rate Contract (2023-24)	Business Volume (Kgs.)	% Freight Value in Each zone	Freight Rates (Rs./Kgs)	Freight Value in Each zone Rs.
		1	2	3	4
SMALL CONSIGNMENTS UP TO 500 Kg.	NORTH ZONE (JAMMU,PUNJAB,HIMACHAL PRADESH,HARYANA,DELHI(NCR),UTTARAKHAND,UTTAR PRADESH,RAJASHTHAN,CHANDIGARH)	8122	15.73	23.42	15.73*X4
	WEST ZONE (MADHYA PRADESH, GUJARAT,MAHARATRA,GOA,DADRA NAGAR HAVELI, DAMAN & DIU)	9416	20.26	26.02	20.26*X4
	SOUTH ZONE (KERALA, KARNATAKA, ANDHRA PRADESH, TELANGANA, TAMIL NADU)	4117	9.74	28.62	9.74*X4
	EAST ZONE (CHHATTISGARH, BIHAR, JHARKHAND, WEST BENGAL, ORISSA, SIKKIM)	25225	54.27	26.02	54.27*X4
			100.00	TOTAL	X4

Note: -

- 1) Rate per Kg will be calculated on Freight Value (X4) and bidder to quote the total freight value including GST amount on GeM Portal as per calculation sheet available on GeM.
- 2) Formula for calculation per Kg rates: -
 - A) Value of each Zone (col-4) = Total value quoted in Group (X4) X % weightage value of respective Zone (col-2)
 - B) Rate per Kg for each Zone = (value of Zone (col-4)) / (Total Kg for respective Zone (col-1))
- 3) The quantities given above are tentative and may vary.
- 4) Bidder should not write quoted price on this sheet. Quoted price to be provided on GeM Portal only.
- 5) Bidder should not include the price bid document in their Technical Bid document.
- 6) Price Bid Calculation sheet in Excel Format is made available on GeM Portal and sample copy is attached as below:

PRICE BID Calculation sheet (Fast Moving Cargo Transport Rate Contract)

Respective Zone	Business Volume (Kgs.)	% Freight value of each categories	Freight Value (Rs)	Rate per Kg (Rs) Exclusive of GST	Remark
	1	2	3	4	
NORTH ZONE (JAMMU, PUNJAB, HIMACHAL PRADESH, HARYANA, DELHI(NCR), UTTARAKHAND, UTTAR PRADESH, RAJASHTHAN, CHANDIGARH)	8122	15.73%			This Derived rate per Kg will remain firm for entire duration of contract.
WEST ZONE (MADHYA PRADESH, GUJARAT, MAHARATRA, GOA, DADRA NAGAR HAVELI, DAMAN & DIU)	9416	20.26%			
SOUTH ZONE (KERALA, KARNATAKA, ANDHRA PRADESH, TELANGANA, TAMIL NADU)	4117	9.74%			
EAST ZONE (CHHATTISGARH, BIHAR, JHARKHAND, WEST BENGAL, ORISSA, SIKKIM)	25225	54.27%			
1. Cost of Transport Services for 12 months on which Rate per Kg will be derived (Exclusive of GST)					Derived Cost of Transport Services for 12 months on which rate will be calculated.
2. GST @ 5% taken into account under Reverse Charge Mechanism (RCM) for Tender evaluation purpose					GST amount @ 5% included in contract value
Total price to be Quoted by Bidder in GeM portal inclusive of GST @ 5% [Transportation Cost (1) + GST (2)]					<-- Bidder to fill and Quote the same ON GeM portal.
Note:					
1. This Derived rate per Kg will remain firm for entire duration of contract.					
2. Bidder should not make this sheet part of Technical Documents.					

TENDER NO.: HERP/WCM/FAST CARGO/2023-25**Proforma for submission of freight bills**

Name of Transporter

Bill No.

Full Address

Date

M/s. Bharat Heavy Electricals Ltd, HERP, Varanasi

We hereby submit our Bill for Transportation of your goods.

Sl. No.	C-Note No./ Material Receipt Date	GR No. & Date	Name of the consignor/ Consignee stations	Actual Weight	Distance	Consignment Category	Rate	Freight	Other Charges Total	PO / FIM NO. & Date	Vehicle No.	Remark

Total amount in words

Signature of Transporter

Total amount in words

Verified for payment Rs. _____

Manager
(Stores/ Traffic)

Engineer
(Stores/ Traffic)

Note:

1) For open body and trailer consignments, size scale shall be affixed by the transporter and actual sizes shall be entered therein.

2) Deductions if any shall be indicated on the Bill itself giving related reference

TENDER NO.: HERP/WCM/FAST CARGO/2023-24**CHECKLIST AND SCHEDULE OF GENERAL PARTICULARS**

(Transporter is required to fill-in the details against each row given below and ensure that no row is left blank or incomplete)

Sl. No.	PARTICULARS	Details	(REFERENCE TO ANNEX. NO. /PAGE NO.)
1	Name and full address of the tenderer & Head office	Yes/No	
2	FAX No./Phone No./ Email address/Mobile No.	Yes/No	
3	Name/Designation & Address of the official of tenderer to whom all the references shall be made	Yes/No	
4	Name and address of Directors/Partners	Yes/No	
5	India Bank Association (IBA) approval No. & documents submission. Validity of approval up to _____	Yes/No	
6	Whether all pages of Annexure-A, B, C, D, E, F, G and H or (A to H) signed & stamped as token of acceptance	Yes/No	
7	Validity of offer/rates to be quoted for 90 days from the date of opening of tender	Yes/No	
8	Details about type of the firm as per clause 3.4(Annex-A)	Yes/No	
9	Attested copy of Power of Attorney as per clause 3.4 (Annexure-A)	Yes/No	
10	PAN NO	Yes/No	
11	Office establishment, suitable Godown etc. at Varanasi Telephone no of office, Email _____	Yes/No	
12	Authority letter for person authorized if any, fully attested by Notary	Yes/No	
13	Documents as per point 2 of Pre-qualification Bid - Part- I submitted	Yes/No	
14	Printed Branch List-Enclosed	Yes/No	
15	Confirm, you will quote against all the categories as per Annexure-D and not for any specific categories.	Yes/No	
16	BHEL shall be resorting to Reverse Auction (RA) (Guidelines as available on www.bhel.com) for this tender. RA shall be conducted among the techno-commercially qualified bidders. Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered for RA. In case any bidder(s) do(es) not participate in online Reverse Auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking."	Yes/No	

17.	Any other information	Yes/No	
-----	-----------------------	--------	--

Note:

All the reference & details should be filled in neatly in the above statement.

(Signature of Tenderer)

TENDER NO: HERP/WCM/FAST CARGO/2023-24

TECHNICAL BID ALONG WITH UNPRICED PRICE BID - PART-II

TRANSPORTER PERFORMANCE EVALUATION SYSTEM

To ensure equitable distribution of work load, based on contract conditions for preferences and Performance Feed Back, following terms and conditions will be applicable: -

- 1)** The continuance of the contract is subject to satisfactorily performance. The performance of transporter will be assessed based on service quality, timely delivery and speed of response.
- 2)** This performance evaluation system will cover Fast Moving Cargo as declared by HERP.
- 3)** Against Transporter Performance System, the transporter shall be awarded points quarterly out of a total of 100 (please see enclosed Annexure-'G2'). These points will decide performance of transporter, which will be considered in future contracts.

Transporter Performance Rating (TPR)
(Evaluation and Distribution of Points)

Transporter performance shall be assessed with respect to following main factors and calculated for each consignment transported by transporter.

<u>RATING FACTOR</u>	<u>Weightage</u>
1) Quality Rating (QR)	30 points
2) Delivery Rating (DR)	45 points
3) Services Rating (SR)	25 points

Transport Performance Rating (TPR) = QR+DR+SR

Quality Rating: (30 Points)

Consignment delivered in sound condition	30 points
Consignments delivered with package damaged	15 points
Consignments delivered with equipment damaged	0 points

Delivery Rating (45 points)

To be calculated on the basis of Gate Pass date and consignment delivery date 3 points to be deducted for each day of delay for 1st 15 days.

Service Rating: (25 Points)

- 1)** Shipping movement information to be intimated by the transporters for delivery of critical consignment on demand of BHEL. 5 points to be awarded for such service.
- 2)** For timely service, 5 points to be awarded/ deducted.
Base for timely service will be
 - i)** Date of vehicle entry authorization / intimation
 - ii)** Date of vehicle entering the plant.

If the date of vehicle entering the plant is within 24 Hrs of date of vehicle entry authorization/ intimation, 5 points to be awarded to the transporter otherwise 5 points to be deducted.

3) Maximum 5 points to be awarded to the transporter by Store and Shipping Deptt. for readiness for placement of correct vehicle.

4) Timely submission of monthly delivery report to BHEL;". (10 points)

a) Submission by 07th days	(+10)
b) Submission by 10 th days	(+ 5)
c) Submission after 15 th days	(0)

TENDER NO.: HERP/WCM/FAST CARGO/2023-25

Terms & Conditions of Reverse Auction

BHEL shall be resorting to Reverse Auction (RA) on GeM portal for this tender. RA shall be conducted among the techno-commercially qualified bidders.

Price bids of all techno-commercially qualified bidders shall be opened and same shall be considered for RA. In case any bidder(s) do(es) not participate in online Reverse Auction, their sealed envelope price bid along with applicable loading, if any, shall be considered for ranking.”