

BHARAT HEAVY ELECTRICALS LIMITED

Corporate Administration
BHEL House, Siri Fort, New Delhi-110049

Ref: AA:GAX:12:AC-AMC:101**Date: 18th July, 2012****Due Date: 27th July, 2012 by 15:00 Hrs.****Sub: Tender for Maintenance Contract for Window & Split ACs and Water Coolers**

Dear Sirs,

Bharat Heavy Electricals Ltd. (A Govt. of India Undertaking) wants to enter into Maintenance Contract for Window & Split ACs and Water Coolers for a period of 2 years.

Quotations are invited in sealed cover with Enquiry No., Enquiry Date and Quotation Due Date, legibly super-scribed on it, for the under mentioned Scope / Items subject to acceptance of the enclosed Terms and Conditions. The quotation should reach in the office of the undersigned by 15:00Hrs on or before the Due Date.

SN	Description / instructions
1.	<p>a) The quantity of machines to be maintained are as per Annexure – C enclosed. The rates offered shall remain firm during the contract period.</p> <p>b) Machines to be maintained are for the period of 2 Years</p> <p>c) Technical Terms & Conditions / Specifications (Annexure-"A").</p> <p>d) General Terms & Conditions (Annexure-"B").</p> <p>e) Quantity of Machines for Maintenance (Annexure-"C")</p> <p>f) Price Bid Formats (Annexure-"D").</p> <p>g) Commercial Terms & Conditions (Annexure-"E").</p> <p>h) Authorization Letter (Annexure-"F").</p> <p>i) Acceptance letter/deviation statement (Annexure-G).</p> <p>j) Declaration reg. non banning (Annexure-"H").</p> <p>k) Technical Details (Annexure-"I").</p> <p>l) Bidder's Details (Annexure-"J").</p> <p>m) Checklist (Technical Bid) (Annexure-"K").</p> <p>n) EMD amount of Rs. 40,000/- to be deposited in form of DD/Pay order drawn in favour of 'Bharat Heavy Electricals Ltd.', along-with Part-I bid.</p>
2.	<p>IMPORTANT INSTRUCTIONS:</p> <p>1. Vendors must go through all these Annexures before submitting the bid.</p> <p>2. All documents to be submitted should be signed and stamped.</p> <p>3. Offers should be submitted in Two Parts as described in Annexure-"E".</p> <p>4. The prices must be Quoted in the enclosed Price Format only.</p> <p>5. Quoted Rates shall remain firm throughout the validity of the contract.</p> <p>6. Price Bids opening / Participation in Reverse Auction shall be for technically & commercially acceptable parties only.</p>

The Part-I offers of the parties, shall be opened on due date of opening, i.e. **27th July 2012 at 15:30 Hrs** in the presence of authorized representatives of the parties who may like to be present.

Thanking you,

Yours sincerely,

(Manish Kumar Bhaskar)
Executive (HR-GAX)

Ph: 011-66337438/9871008176

Terms & Conditions**PRE QUALIFYING CRITERIA:**

- 1) EMD of Rs. 40,000/- only in the form of Pay Order or Demand Draft in favour of BHEL, payable at New Delhi, must be submitted in a separate envelope. Tender not accompanied with EMD/ EMD submitted in any forms other than PO & DD will not be accepted. Tender without requisite EMD will not be considered for further evaluation.
- 2) The bidder should have PAN No. and Service Tax Registration No.
- 3) The bidder's average annual financial turnover during the last three financial years ending 31st March'12 should be at least Rs. 4.48 Lakhs.
- 4) ***The experience of having successfully completed similar Job/ services (similar completed Job/ services shall mean contract for Maintenance of split ACs/Window ACs/Water Coolers during last 7 years ending on 31.06.2012 should be either of the following:-***
 - a) Three similar completed jobs/ services costing not less than Rs. 5.97 Lakhs each.***
 - Or***
 - b) Two similar completed jobs/ services costing not less than Rs. 7.46 Lakhs each.***
 - Or***
 - c) One similar completed jobs/ services costing not less than Rs. 11.94 Lakhs.***

Work orders and supporting work completion certificates from the clients shall be submitted as against S.No.4 of PQR.

"Similar Job / service" refers to Maintenance of split ACs/Window ACs/Water Coolers.

DOCUMENTS REQUIRED IN SUPPORT OF PRE-QUALIFYING REQUIREMENT:

- a) Complete tender document in all respects duly signed & stamped on each and every page by the authorized signatory of the bidder as a token of acceptance of all the terms and conditions of tender.
- b) Certified copy of Balance Sheet and profits & loss Account statements of last three financial years i.e. FY 2009-10, 2010-11 & 2011-12 (AY 2010-11, 2011-12 & 2012-13). In case of unavailability of Balance Sheet & Profit & Loss statement for FY 2011-12, CA certificate for the same shall be furnished.
- c) Copy of acknowledgements of IT return of last three financial years i.e. FY 2008-2009, 2009-10, 2010-11 (AY 2009-2010, 2010-11& 2011-12).
- d) Copies of Work Orders/ award letters along with certificates of successful completion in support of proof of experience for the jobs/ services executed by the bidders during last 7 years ending on 30.06.2012 as against SNo.4 of Pre-Qualifying Criteria.

Or

A certificate from the client / customer giving reference to Work Order No., its date, duration of the contract, value of the contract and its satisfaction completion along with the contact details of the client.



- e) Copy of the PAN card and Certificate of Service Tax Registration No.
- f) No deviation certificate as per Annexure – F (enclosed) must be signed and stamped.
- g) The Bidder must Submit a declaration (enclosed at Annexure –G), that no case is pending with the police/court against the proprietor/ firm/ partner or the company (Agency). As well as the bidder has not been suspended / blacklisted by any organization.

Technical Terms & Conditions

1. The quantity of machines to be maintained are as per Annexure – “C” enclosed.
2. **Location of Machines:** Out of machines mentioned at Annexure – I, 85 machines are installed at our office located at BHEL House, Siri Fort, New Delhi-49, 35 machines are installed at our residential flats located at Asian Games Village Complex, New Delhi-49, 19 machines are installed at 5, parliament street, New Delhi-1, 4 machines are installed at our office at HRDI & ESI complex, Plot No.25, Sector-16A, Noida-201301. Remaining 23 machines are installed at other locations in Delhi/NCR. BHEL reserves the right to increase/decrease the quantity of machines by 10%.
3. These machines are of Voltas (76 nos.), Hitachi (26 nos.), Bluestar (14 nos.), LG (13 nos.), Carrier (3 nos.), National (1 no.), Electrolux (1 no.), Godrej (26 nos.), Mitsubishi (1 no.), Toshiba (1 no.), others (4 nos.) etc make. All these machines are in good condition and presently in operation. Tenderers may inspect the machines before sending their offer.
4. Wet service of these machines shall have to be undertaken once in six months. The wet service shall include, checking of electrical connections, checking of stabilizer, washing of cooling coils and condenser coils, oiling of motor, checking the compressor and measuring the grill temperature.
5. The dry service of the ACs shall have to be undertaken once a quarter. The dry service shall include cleaning of the air filter and grill.
6. About seventeen ACs are in round the clock operation. The wet service of all ACs which are in 24x7x365 operation have to be undertaken bimonthly and their dry service have to be undertaken fortnightly.
7. The remedial or breakdown maintenance shall have to be undertaken as and when complaint is lodged. All complaints should be attended within two hours from the time of their lodgment. Standby machine shall have to be provided if the faulty machine is to be taken to workshop for repairs.
8. Spare parts required for maintenance such as selector switch, thermostat, starting and running capacitor, starting relay, wiring, power cable, jute air filter, blower fan, condenser fan, flapper motor, contactor (3 phase), relay (3 phase) and fan capacitor shall be provided by successful tenderer at no extra cost.
9. Stabilizer, remote and remote sensor shall have to be repaired and required spares supplied at no extra cost.
10. Refrigerant (if required) shall be re-charged at no extra cost. However in case of shifting of split ACs, the refrigerant recharging cost, if any, shall be borne by BHEL as mentioned here under.
11. If full recharging of refrigerant is undertaken, then the charges quoted for full recharging of refrigerant shall be payable.
12. If only top-up of refrigerant is undertaken, then 50% of the charges quoted for full recharging of refrigerant shall be payable.
13. Repair of electrical wiring up to DP switch shall be undertaken by the successful tenderer at no extra cost.



14. Reciprocating compressor shall have to be repaired and required spares supplied at no extra cost. The compressors of some ACs are under warranty and therefore these compressors shall be repaired by the concerned OEM. Removing of such compressors and re-fitting after repairs shall be in the scope of the successful tenderer. Rotary / scroll compressor, which are not repairable, shall be provided by BHEL, if required.
15. Grill and plastic filter if required shall be provided by BHEL.
16. Shifting of windows ACs shall be undertaken by BHEL. BHEL shall pay the charges for shifting of Split AC at the rate to be quoted in the price bid. Transportation charges for shifting shall be borne by BHEL.
17. The successful tenderer shall depute one resident AC mechanic and one helper at BHEL House during the validity period of the contract. The AC mechanic & helper shall report BHEL House at 9:00 am on all weekdays i.e., from Monday to Saturday. The AC mechanic & helper shall be available at BHEL House at least till 5:30 pm on all weekdays. In case the AC mechanic and helper does not report up to 9:30 AM, then a penalty of Rs. 200.00 per day shall be imposed and recovered from the next quarterly bill. The successful tenderer, through the resident AC mechanic, should maintain service card for each machine and enter the date of wet/dry service and the service card should be got counter signed by the concerned user/BHEL engineer. The AC mechanic and helper should be well equipped with all tools and tackles required to perform the task. Local conveyance charges for resident AC mechanic & helper shall be borne by the successful tenderer. Whenever extra manpower, in addition to the resident AC mechanic and helper, will be required to meet the contractual obligations, the successful tenderer shall have to provide the same at no extra cost.
18. **Penalty Clause:** Minor complaints should be resolved within three hours and major complaints should be resolved within two days from the date of their lodgment. If any complaint remains unresolved for more than two days from the date of their lodgment, then a penalty of Rs.500 per day per pending complaint shall be imposed and recovered from the next quarterly bill.
19. All tools & tackles required for maintenance work shall have to be provided by the successful tenderer at no extra cost.
20. Any machine damaged due to mishandling by the person deputed by the vendor shall have to be restored back to its original condition by the vendor at their own cost. Any damage caused due to fire, flooding, short circuiting or any natural calamity shall be borne by the vendor only. The insurance of the machines shall be in the scope of the vendor. In such cases, the vendor shall replace the machines if destroyed beyond recovery and repaired if damaged within a period of 07 days from the date of intimation from BHEL. Beyond this time of 07 days, penalty shall be imposed on the vendor, as per Clause No.18, Annexure-"B".
21. The successful tenderer shall indemnify BHEL against any compensation that may arise out of any injury or death to any person deputed by the successful tenderer.
22. The successful tenderer should comply with all statutory requirements applicable for this contract. The successful tenderer shall pay minimum wages applicable in Delhi or more to their workforce deployed for execution of work. The successful tenderer shall also ensure compliance of PF & ESI Act for their workforce deployed for execution of work.
23. **Contract Period:** Two years from the date of award of contract, which can be extended for another year or part thereof subject to mutual consent in writing on the same rate, terms & conditions.
24. **Payment Terms:** The payment shall be made quarterly in arrears after deducting TDS and security deposit.

25. **Security Deposit:** Security deposit should be deposited by the successful tenderer. The rate of security deposit shall be as follows:
- a) 10% of Contract value if contract value is less than Rs. 10 lacs.
 - b) Rs. 1 lac plus 7.5% of the amount exceeding Rs. 10 lacs, if contract value is more than Rs. 10 lacs.
- 50% of the same shall have to be deposited at the start of the contract after adjusting the EMD. Remaining 50% shall be recovered from the quarterly bills at the rate of 10%. Security deposit shall be released after successful completion of the contract.
26. Delayed / Incomplete offers are liable to be rejected.
27. The Tenderer should accept all terms & conditions of the tender unconditionally. Offers with deviations from terms and conditions of this tender are liable to be rejected.
28. Rates shall remain valid for the contract period of **Two** years. No request will be entertained for any increase of rates in between the contract period what so ever may be the reason. Service Tax, if any, will be applicable as per Govt. notification.
29. **Validity of offer:** The offer shall remain valid for 90 days from the date of opening of Part-I Bid & 60 days from the date of Price Bid opening / Date of Reverse Auction, whichever is later.
30. Rates quoted should be inclusive of all taxes and duties excluding service tax. Service tax shall be reimbursed based on documentary evidence provided. However, statutory variation, if any, in respect of Service Tax, etc shall be admissible during the validity of contract.
31. No revision of prices shall be entertained after bids have been opened.
32. Bid should be free from correction and erasers. Corrections, if any, must be counter-signed. If there is a difference between price quoted in words and figures or there is any other discrepancy in the Price Schedule, higher value(s) will be considered for evaluation and lower values will be considered for ordering.
33. The offers of the bidders who are on the banned list as also the offers of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL website www.bhel.com
34. **Evaluation Criteria:** Bids shall be evaluated on the basis of "Total Amount per Quarter, excluding Service Tax" quoted by the tenderer (refer price bid format Annexure-D).
35. BHEL reserves the right to accept / reject any offer.
36. BHEL may finalize successful tenderer by **opening of sealed price bid** or by **conducting online Reverse Auction**. Date of opening of sealed Price Bid / conducting of online Reverse Auction will be intimated by phone, by post or e-mail separately to the Tenderers who shall be techno-commercially acceptable as per tender terms & conditions.
37. In the event of finalization of award through Reserve Auction, the ratio of Final Bid Price and the opening bid price as per S.No. 13 of Price Bid Format shall be applied on all the components of Price Bid Format to arrive at the final ordering price.

Quantity of Machines for Maintenance

SN	Item	Quantity of machine
1	Charges for maintenance of 1.0/1.5/2.0 TR Window AC per quarter	49
2	Charges for maintenance of 1.0/1.5/2.0 TR Split AC per quarter	107
3	Charges for maintenance of 4.0 TR Split Cassette AC per quarter	3
4	Charges for maintenance of 40 litres capacity Water Cooler per quarter	7
5	Charges for Dismantling & Removing of each 1.0/1.5/2.0 TR Split AC	6
6	Charges for Dismantling & Removing of each 4.0 TR Split AC	1
7	Charges for Full Recharging of Refrigerant in each 1.0/1.5 TR Split AC (In case of shifting only)	6
8	Charges for Full Recharging of Refrigerant in each 2.0 TR Split AC (In case of shifting only)	6
9	Charges for Full Recharging of Refrigerant in each 4.0 TR Split AC (In case of shifting only)	1
10	Charges for reinstallation of each 1.0/1.5TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)	6
11	Charges for reinstallation of each 2.0 TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)	6
12	Charges for reinstallation of each 4.0 TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)	1

Price Bid Format

SN	Item	Item unit rate (Rs.) (A)	Quantity of machine (B)	Amount (Rs.) (C=A*B)
1	Charges for maintenance of 1.0/1.5/2.0 TR Window AC per quarter		49	
2	Charges for maintenance of 1.0/1.5/2.0 TR Split AC per quarter		107	
3	Charges for maintenance of 4.0 TR Split Cassette AC per quarter		3	
4	Charges for maintenance of 40 litres capacity Water Cooler per quarter		7	
5	Charges for Dismantling & Removing of each 1.0/1.5/2.0 TR Split AC		6	
6	Charges for Dismantling & Removing of each 4.0 TR Split AC		1	
7	Charges for Full Recharging of Refrigerant in each 1.0/1.5 TR Split AC (In case of shifting only)		6	
8	Charges for Full Recharging of Refrigerant in each 2.0 TR Split AC (In case of shifting only)		6	
9	Charges for Full Recharging of Refrigerant in each 4.0 TR Split AC (In case of shifting only)		1	
10	Charges for reinstallation of each 1.0/1.5TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)		6	
11	Charges for reinstallation of each 2.0 TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)		6	
12	Charges for reinstallation of each 4.0 TR Split AC (extra insulated copper pipe, drain pipe and wire excluded)		1	
13	Amount per quarter Rs.=			

Evaluation Criteria

Bids shall be evaluated on the basis of "Total Amount per Quarter, excluding Service Tax" quoted by the tenderer.

(Order shall be placed on L-1 rates)

In the event of more than one bidder having quoted identical lowest rates and there is a tie amongst the bidders, the respective bidders would be asked to submit their revised rates. This process would continue till the distinct L1 rate is arrived.

Signature
Name & Company Seal



Commercial Terms & Conditions

BID SUBMISSION

Bids shall be submitted latest by 2.00 P.M. on or before the due date, in two parts as given below, to Sh. Manish Bhaskar, Executive (HR-GAX), Corporate Administration, BHEL House, Siri Fort, New Delhi-110049

PART-I : TECHNO-COMMERCIAL BID This part shall contain the following documents duly signed and stamped:

- a. Terms & Conditions (Annexure-"A").
- b. Technical Terms & Conditions (Annexure-"B").
- c. Quantity of Machines for Maintenance (Annexure-"C")
- d. Un-priced Copy of the Price Bid with all Amounts wherever quoted to be replaced with the word '**Quoted**' or '**Q**' and the Amounts wherever not quoted to be replaced with '**Not Quoted**' or '**NQ**' in the Price Bid. (Annexure-"D")
- e. Commercial Terms & Conditions (Annexure-"E").
- f. Deviation letter - The bidder generally should accept all terms and conditions of the tender unconditionally. Tenders with deviations from terms and conditions are likely to be rejected. (Annexure -"F")
- g. Declaration reg. non banning (Annexure-"G").
- h. Technical Details (Annexure-"H").
- i. Bidder's Details (Annexure-"I").
- j. Checklist (Annexure-"J")
- k. **EMD:** The bidders shall furnish, as a part of the response, EMD amount of Rs. 40,000/- (Rupees Forty Thousand only) in the form as stipulated herein below:
 - EMD shall, at the Bidder's option, be in the form of Pay Order or Demand Draft only drawn in favour of '*Bharat Heavy Electricals Ltd.*' payable at New Delhi.
 - EMD by unsuccessful Bidders shall be refunded within 15 days post award / commencement of contract.
 - EMD shall not carry any interest.
 - Bids not accompanied by the requisite EMD, shall not be considered.
- f. All documents as required against the defined PQR as per Annexure- "A".

PART-II: PRICE BID

Part-II shall contain **Prices only** as per Annexure – "D" and should not contain any technical details and / or Commercial Terms & Conditions. Any technical details and / or Commercial Terms & Conditions, if found in this part shall be ignored as the same are supposed to be contained in Part-I only as indicated above.

This part shall be submitted in a Sealed Cover with bidder's Seal super-scribed with correct Enquiry No., due date of opening and '**Part-II: PRICE BID**'. Rates shall **be quoted** both in **words and figures**.

1. Bid Opening

Part-I (Techno-Commercial Bids) will be opened at 3.00 PM on the due date in the presence of bidders who may like to be present. Part-II (Price Bids) shall be opened of those bidders only who will be technically & commercially qualified vendors / parties in Part-I bid. Date and time of opening of Part-II (Price Bids) shall be communicated separately.

2. Arbitration

In the event of any dispute or difference arising out of the execution of the Contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision between BHEL & Service Provider in any manner touching upon the Order/Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the arbitration of the person appointed by the competent authority of BHEL (Purchaser).

Subject as aforesaid, the provisions of Arbitration and Conciliation Act, 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration proceedings under this clause. The venue of arbitration shall be at New Delhi.

In case of order/contract on Public Sector Enterprises (PSE) or a Govt. Deptt., the following clause shall be applicable:-

In the event of any dispute or difference relating to the interpretation and application of the provisions of the Order/Contract, such dispute or difference shall be referred to by either party to the arbitration of one of the arbitrators in the department of public enterprises. The award of the arbitrator shall be binding upon the parties to the dispute, Provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Deptt. of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the parties hereto finally and conclusively. The parties in the dispute will bear equally the cost of arbitration as intimated by the arbitrator.

3. Laws governing the contract

The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

4. Jurisdiction of Court

Courts at Delhi/New Delhi shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

5. Default / Breach of Contract, Insolvency and Risk Purchase

If the Service Provider / Contractor fails to provide the required services as per the Contract / fails to deliver the goods or materials or any instalment thereof within the period(s) fixed for such delivery or delivers goods or materials not of the contracted quality and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to supply / provide goods / services or materials covered by the Order/Contract either in whole or in part or otherwise fails to perform the

Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Seller/Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Seller/Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the purchaser may be put to incur or sustain by reason of the Seller/Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Seller/Contractor (Service Provider) and if the purchaser so desires, he may procure upon such terms and in such manner as he deems appropriate, stores / services not so delivered or others of a similar description where stores / services exactly complying with particulars are not, in the opinion of the purchaser, which shall be final, readily procurable, at the risk and cost of the Seller/Contractor (Service Provider) and the Seller/Contractor (Service Provider) shall be liable to the purchaser for any excess costs provided that the Seller/Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Seller/Contractor (Service Provider) shall on no account be entitled to any gain on such repurchases.

Cost of the purchases made by the Purchaser at the risk and cost of the seller/contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of materials / services so purchased/hired.

Tender No. AA:GAX:10:AC-AMC:101

Dated :

Contract for maintenance of Window & Split ACs and Water Coolers

No Deviation Certificate

Notwithstanding anything mentioned in our bid, we hereby accept all terms and conditions of the above tender.

Or

We hereby accept all terms and conditions of the above tender except the followings:
(Give reference to Clause Nos. of Terms & Conditions which are not acceptable)

- 1.
- 2.
- 3.
- 4.
- 5.

Note : Deviations may or may not be accepted by BHEL.

Signature
With name, Designation & seal of the firm



DECLARATION

I/ We hereby declare that I / we have not been banned or de-listed by any PSU / Government Department / Financial Institute / Court and no case is pending with the police / court against our firm/ partner or the company.

Signature
With name, Designation & seal of the firm

TECHNICAL DETAILS

TURNOVER as per Audited Balance Sheet	FY 2011-12	FY 2010-11	FY 2009-10
Rs. Lacs			

Fill the details in the table below as per documents submitted against Pre Qualifying Criteria mentioned in Annexure "A"

EXPERIENCE	No. of Works	Value	Customer's Name
1.			
2.			
3			

PAN Card No.	
Service Tax No.	

Income Tax Return (F.Y.)	2010-11	2009-10	2008-2009
EMD Details	DD/ PO No.	Date	Amount (Rs.)
Details of manpower			

Note: Copy of challan, with Name of the worker to be attached.

BIDDER'S DETAILS

Name of the Contractor /Party/ Firm	
Name of Authorized Representative	
Phone Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address (If Any)	

(Signature & seal of the contractor)



CHECK-LIST (Part-I Bid)**SUMMARY OF COMPLIANCE TO REQUIREMENT OF TENDER**

SNo.	Description of requirement	Yes/ No/NA	Page Nos.
1	EMD of Rs. 40,000/- in the form of Pay order or Demand Draft in favour of "Bharat Heavy Electricals Ltd" in a separate envelope.		
2	Details of work experience, satisfactory work performance certificates.		
3	Certified copy of Balance Sheet and profits & loss Account statements of last three financial years i.e. FY 2009-10, 2010-11 & 2011-12 (AY 2010-11, 2011-12 & 2012-13). In case of unavailability of Balance Sheet & Profit & Loss statement for FY 2011-12, CA certificate for the same shall be furnished.		
4	Copy of acknowledgements of IT return of last three financial years i.e. FY 2008-2009, 2009-10, 2010-11 (AY 2009-2010, 2010-11& 2011-12).		
5	Copy of the PAN card.		
6	Copy of Service Tax registration certificate		
7	Terms & Conditions (Annexure-"A").		
8	Technical Terms & Conditions (Annexure-"B").		
9	Quantity of Machines for Maintenance (Annexure-"C")		
10	Un-priced Copy of the Price Bid (Annexure-"D").		
11	Commercial Terms & Conditions (Annexure-"E").		
12	Deviation letter (Annexure –"F")		
13	Declaration reg. non banning (Annexure-"G").		
14	Technical Details (Annexure-"H").		
15	Bidder's Details (Annexure-"I").		
16	Checklist (Annexure-"J")		

(Signature & seal of the contractor)
