

# **BHARAT HEAVY ELECTRICALS LIMITED, JHANSI**

**Transformer Field Engineering Services Department**

## **TENDER DOCUMENT**

**TENDER ENQUIRY NO.: JHS/FES/001/25**

**DATE: - 10/05/25**

## **TENDER SPECIFICATION** **FOR**



Tender enquiry for engaging subcontractor for providing service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer etc) for support services at site on daily Rate Contract basis for attending the site issues and supervision of Erection, Testing & Commissioning work of different type transformer supplied at site.

**ON BEHALF OF**

**BHARAT HEAVY ELECTRICALS LIMITED**

**JHANSI: 284120**

**TENDER SPECIFICATION NO: JHS/FES/001/25**

- **DATE & TIME OF RECEIPT OF THE TENDER:** 03.06.2025 Till 13.00 Hrs.
- **DATE & TIME OF TENDER OPENING:** 03.06.2025 After 14.00 Hrs.

**Reverse Auction- To be done as per latest RA guideline, available in BHEL/NIC portal.**

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**Detail of Bidder and Documents to be submitted along with Technical Bid**

Please number your documents in continuation with tender documents at bottom (footer) of page.

Sl. NO	Particular	Details	Page. No.
1	Name of the firm		
2	Name of the Proprietor/Partners		
3	Address		
4	Mobile No.		
5	E-mail ID		
<b>Essential Documents</b>			
Sl. NO	Particular	Details	Page. No.
6	Acceptance of Terms & conditions signature on all pages without conditions of contractor	Submitted/ Not submitted	
7	Blank price bid format duly signed by the contractor.	Submitted/ Not submitted	
9	Copy of ESI registration(If applicable)	ESI No.-	
10	Copy of Pan Card	Pan Card No.-	
11	Copy of GST	GST No.	
12	A class Electrical Contractor License No. & Validity		
13	No Deviation Certificate as per Annexure-D	Submitted/ Not submitted	
14	Copy of ownership form	Submitted/ Not submitted	
15	<b>Receipt of tender fees deposition</b>	<b>Amount-472/-</b>	
16	<b>Receipt of EMD deposition</b>	<b>Amount Rs. 1,68,907/-</b>	
17	Copy of Turn Over and Income Tax return for last 03 years- FY 2022-2023 FY 2023-2024 FY 2024-2025  Note – In case party has submitted the documents of turn over for less than 03 year , will be evaluated average turn over for comparison with tender requirements.	Submitted/ Not submitted	
18	Copy of PF registration	PF No.	
19	Self-Declaration	Submitted/ Not submitted	

We will fulfil all the obligations of the contractor and abide by the terms & Conditions mentioned in the enquiry.

**Date :-**

**Signature With Name & Seal**

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Date :-

Contractor Signature With Name & Seal

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## **NOTICE INVITING TENDER**



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**NOTICE INVITING TENDER**

Sl. No.	Particulars	Details
1	Name of the Works	<b>Tender enquiry for engaging subcontractor for providing service engineer/expert (E &amp; C work, OLTC, RTCC &amp; Testing), technician (Fitter, Electrician, welder/Brazer etc) for support services at site on daily Rate Contract basis for attending the site issues and supervision of Erection, Testing &amp; Commissioning work of different type transformer supplied at site.</b>
2	Tender Evaluation Criteria	As per tender documents
3	Last date of receipt of tender	(As on page # 1)
4	Date of opening of tender	(As on page # 1)
5	Address for submitting the tender	(As on page # 6)
6	<b>Earnest Money Deposit</b>	<b>Rs. 168907/-</b>
7	<b>Tender Fees</b>	<b>Rs. 472/-</b>
8	Reverse Auction	To be done as per latest RA guideline, available in BHEL/NIC portal

**Note-** EMD may be accepted in the following forms;

- I. EMD shall be accepted through Electronic-Mode in favor of BHEL (NEFT/RTGS/Net Banking)
- II. EMD can also be accepted in the form of Banker's cheque/ Pay order/ Demand draft, in favour of BHEL (along with offer).

Note – The benefits to Micro & Small Enterprises shall be applicable for this tender as per latest government MSME guideline after reviewing the MSME related documents/certificate.

**BHEL account details: Bank Name: - SBI; A/c No.: - 10670828866; IFSC Code: - SBIN0003807  
A/c Holder Name: - BHARAT HEAVY ELECTRICALS LIMITED Branch Location-Jhansi.**

**Note: BHEL takes no responsibility for any delay / loss of documents or correspondence sent by courier or post. Late tenders shall be rejected outright.**

**TO BE SIGNED BY THE TENDERER**

Certified that all Sections of the Tender have been read / complied & agreed to, and each page of the tender offer has been signed & stamped.

(Signature of Authorized person(s))

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**Sub: Tender enquiry for engaging subcontractor for providing service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer etc for support services at site on daily Rate Contract basis for attending the site issues and supervision of Erection, Testing & Commissioning work of different type transformer supplied at site.**

**Dear Sir(s),**

Sealed tenders are invited for carrying out the subject work. The tender submission and opening details are as follows:

- **DATE & TIME OF RECEIPT OF THE TENDER:** 03.06.2025 Till 13.00 Hrs.
- **DATE & TIME OF TENDER OPENING:** 03.06.2025 After 14.00 Hrs.
- **PLACE OF TENDER SUBMISSION:** “WORKS CONTRACT TENDER BOX” placed in Tender Room, Administrative Building, Security Gate, BHEL, Jhansi – 284120.
- **Address of on line Tender Submission-** [tenderbox.jhs@bhel.in](mailto:tenderbox.jhs@bhel.in)

The details of the work shall be as per the **Scope of Work (Clause No. 3.0)**. Prices are to be submitted as **Price-bid format (Annexure-A)**.

The other conditions and details of tender are as follows:

**1. PROJECT:**

All over India

**2. DETAILS OF EQUIPMENTS:**

Power Transformer, Dry Type Transformer, ESP Transformer, Traction Transformer, Current Transformer, Voltage Transformer, RTCC Panel, Marshaling box, OLTC etc.
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**3. SCOPE OF WORK:**

**SCOPE OF WORK OF THE CONTRACTOR SHALL BE AS FOLLOWING:**

- a) The contractor shall timely depute service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer etc) on daily Rate Contract basis for attending the site issues and supervision of Erection, Testing & Commissioning work of different type transformer supplied at site based on intimation of the department. If bidder desires typical drawing of assemblies, can be provided for reference. In case of refusal, the suitable man power will be deputed at their risk & cost as per BHEL guidelines.
- b) Contractor has to arrange adequate work force of qualified and experienced service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer work etc). Contractor shall give the documents related to work experience certificate and qualification of proposed man power for deputation, same will be verified by BHEL. Based on verification of documents and assessment of actual experience, man power shall be finalized for deputation.
- c) The daily rate charges shall be paid for the period(s) of actual working at site based on the Time Sheets / Certification by BHEL / Customer / Site representative.
- d) Contractor or their representative should be in regular touch with their employees during work. If any worker falls ill or suffers an accident/injury, the contractor or their authorized representative, shall immediately arrange to take him for proper medical care. Delay/ignoring will be treated as violation of contractual obligations.
- e) The Contractor will make his own arrangement for the necessary insurance of their (i) personnel / work force (ii) instruments / tools / tackles, test eqpt against accidents, damage, theft or fire etc. Necessary workmen compensation policy for deployed man power will be the responsibility of contractor.
- f) Contractor to ensure that the manpower being deployed at sites are physically and mentally fit. In case medical fitness certificate & Police verification certificate required for any compliances, same will have to be submitted by contractor.
- g) The Contractor shall be responsible for the discipline of his own employees deployed under the contract. In case of any loss to the BHEL Jhansi on account of indiscipline of employee, then such loss shall be assessed and recovered from the running bills of the contractor or from the Security Deposit.
- h) The contractor has to ensure that all precautions are taken for safety of his employees and equipment's.
- i) Contractor shall maintain appropriate records of their employees deployed at various sites.
- j) Contractor shall provide the required tools, tackles, material, equipment's as specified in contract to carry out the job in time.
- k) Contractor shall be fully responsible for compliances of statutory requirement as per government norms for deployed manpower and related documents shall be submitted to BHEL by contractor.
- l) Contractor shall submit the labor license & necessary compliances (if the number of workers deployed is more than 19) from appropriate government (as on date Central Government).
- m) **Accident & compensation:**
  - i. Agency shall be responsible for Compensation as per WC Policy/ Insurance Policy for death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/operation and works incidental there to

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at BHEL factories/offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, troubles shooting, servicing, overhauling, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during and works/during working at BHEL Units/Offices/townships and premises/Project Sites & journey period also.

- n) Agency will have to deploy experienced service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer etc) at site on the basis of schedule given by BHEL.
- o) Agency will deploy the Expert/ technicians with tools like Allen key set, Screw driver set, Continuity Tester, Mustimeter, Wire Stripper, crimper, banana clip, crocodile clip, all type spanner set, ...etc as detailed in attached Annexure-F



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#### **4. PQR :**

A). Average Annual financial turnover during the last 3 years, ending 31st March'2025 will be Rs. 25.34 Lacs.

The bidders will have to furnish documents of Duly audited financial statement/ Balance sheet and P&L/certificate from CA to be submitted as a supporting document. If all balance sheets/FS are not available for all three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheets/FS by three.

B). Experience of having successfully completed similar works during last 7 years ending 31/03/2025, details are as below-

i) 3 similar completed works each costing not less than Rs. 33.78 Lacs

"Or"

ii) 2 similar completed works each costing not less than Rs. 42.23 Lacs

" Or"

iii) 1 similar completed work costing not less than Rs. 67.56 Lacs

Experience in similar work means

1. Experience in supply of expert for transformer/ OLTC related work

'or'

2. Execution of Installation & commissioning contract (inclusive of supply material) of any type/ rating Transformer/ switchyard/ generating station

'or'

3. Overhauling contract (Inclusive of supply material) of any type/ rating Transformer/ switchyard/ generating station

'or'

4. AMC work for any type/ rating Transformer/ switchyard/ generating station

Note – The benefits to Micro & Small Enterprises shall be applicable for this tender as per latest government MSME guideline after reviewing the MSME related documents/certificate. Submitted experience may be verified for their performance with issuing departments.

#### **C) Experience in Govt./Public Sector: -**

Documentary proof (Copy of WO/PO/LOI and work completion certificate in support of above eligibility criteria shall be submitted along with techno – commercial bid.

#### **D) Experience in private Sectors: -**

Documentary proof (Copy of WO/PO/LOI and work completion certificate along with TDS certificate/ Traces) in support of above eligibility criteria shall be submitted along with Techno – commercial bid.

#### **E) Taxes & Duties:**

a- GST shall be applicable as per prevailing rates on Total Contract Value.

b- All credits applicable in GST shall be suitably passed on to BHEL as per government guidelines. In case of credit is not available as denied by GST portal due to improper

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documentation or wrong uploading of data by bidder, the same will be recovered from the bidder along with interest, if any.

**5. TERMS OF PAYMENT:**

- I. 100% Payment will be released within 30 days from the date of receipt of bill (complete in all respect along with required documents) at FES deptt of BHEL Jhansi after the completion of all the work at site. Contractor to submit invoice within 30 days from the date of completion of all the activity at site as per the issued workorder.

The Contractor has to submit the following documents with every bill:

- i) Copy of Workmen insurance policy.
- ii) Payment certificate/ declaration to ensure the payment of deployed man power.
- iii) Copy of joint signed MOM by customer/ BHEL officials.
- iv) Copy of contract agreement.
- v) Original/ Digital signed Invoice
- vi) Copy of work contract order
- vii) Dully signed original hotel bill verified by BHEL officials.
- viii) Train/ Bus ticket/ self-certified share taxi expenditure duly verified by BHEL officials.

All the payment shall be made as per BHEL norms and is subject to deduction of **Security Deposit** and **Income Tax** at source as per the applicable rules. ***Security Deposit recovered shall only be refunded after completion of defect liability period.***

6. HSN code/ SAC, rate of tax under GST and Applicable GST (IGST, CGST/SGST/UT/GST) and GSTIN shall be clearly mentioned by the bidder on invoice.
7. Bidder has to give his undertaking that GST portion of the **invoice shall be released only upon:**

All invoices raised by contractors/ vendors must be GST compliant Tax invoices as per GST invoices rules.

Contractor declaring such invoices in his GSTR-1 or any modified return as notified by government. Also, a declaration is to be given that the GSTR 3B has been filed / to be filed in month, year as per provision of GST Act.

Receipt of good /services and tax invoices by BHEL and

Confirmation of payment of GST thereon by contractor on GSTN portal.

Alternatively, Contractor has to submit BG of appropriate value which shall be valid at least one month after the confirmation of date of payment of GST by contractor on GSTN portal and receipt of Tax invoice and receipt of services, whichever is later. Contractor has to give an undertaking in this regard.

Contractor has to give an undertaking to BHEL that they have declared invoice in his return and paying GST within timeline prescribed for availing ITC by BHEL.

Payment to Contractor for GST portion will be released only after completion of above activity and on availment of ITC by BHEL.

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In case GST credit is delayed/denied to BHEL due to non/delayed receipt of services /goods and /or tax invoices or expiry of the timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from contractor along with interest levied /leviable on BHEL.

#### **8. Reverse Charge under GST**

In respect of services, reverse charge liability shall arise at the earliest of date of payment to service provider or 60 days from the date of issue of invoice by service provider. Contractor has to submit bill for payment within 30 days from the date of invoice. Any interest or penalty implications attributable to the contractor shall be recovered from them.

Any GST liability arising on BHEL under reverse charge before actual receipt of goods and /or invoice thereof would be subject to recovery of interest leviable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other condition specified in GST Law.

Penalty if chargeable from suppliers/ contractors as per NIT, applicable GST will be charged in addition to the same.

#### **9. Tax Deduction at sources**

TDS as per extent provisions of the GST Law shall be deducted from supplier/contractor bill.

#### **10. SCHEDULE OF WORK (COMPLETION PERIOD):**

BHEL will intimate for each visit of service engineer/expert (E & C work, OLTC, RTCC & Testing), technician (Fitter, Electrician, welder/Brazer etc), as per site requirement & agency has to deploy them within 7 days from the date of intimation & LD shall be calculate if delay of deputation of service engineer / Expert/ Technician at site.

11. **LD PENALTY:** A sum of Rs. @ 0.5% per week or part thereof for each day of delay in deputation of services for individual site intimated by BHEL as per the scope of work of the Contractor under the Contract. The maximum Liquidated Damage (LD) for delay i.e. LD for delay in deputation shall be max.10% of the individual bill.

GST amount will be levied & deducted from contractor bill in respect of LD.

12. BHEL reserve right to deploy Manpower as mention in contract in risk and cost of contractor without entitling the contractor to any compensation Resorting to any, some, all of the action like contract termination, recovering the dues, losses from the security deposit and the contract amount, forfeiting the security deposit, getting the work done through other agencies at the cost of the contractor, cancellation of registration, banning of the business with BHEL etc., in any event of the following-

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- a. Contractors repeated poor performance, withdrawal from or abandonment of the work in except in force majeure
- b. Serious lapses in performances disregard of the BHEL instructions.
- c. Insolvency of contractor
- d. Non-fulfillment of any contractual obligations or obligations under the laws.

BHEL JHANSI

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13.

**Annexure “A”**

**PRICE BID**

Item Sl. No.	Description of Work	Nos. of man days	Expert Rate per man day (Rs.)		Total Service charges
1.1	Service Engineer (For erection & commissioning of transformer for BHEL & other manufacturer make)	900	(Rate to be quoted by contractor)	A	
	Service Engineer for attending Critical punch point for releasing long pending Hold amount, releasing BG, BHEL performance related issue.	150	125% of A		
1.2	Service Engineer for OLTC Work	100	100% of A	B	
1.3	Service Engineer for RTCC Work	50	100% of A		
1.4	Service Engineer for Testing Work	50	100% of A		
1.5	Service Engineer for fitter Work	500	60% of A	C	

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1.6	Service Engineer for Electrician Work	500	60% of A	C	
1.7	Service Engineer for Welder Work	500	60% of A		
1.8	Team of Engineers (One Expert "A/B" & One Technician "C")	50	140% of A	D	
2.1	Accommodation charges for Service Engineer for Sr no. 1.1	1050	1600		
2.2	Accommodation Charges for OLTC Work	100	1600		
2.3	Accommodation Charges for RTCC Work	50	1600		
2.4	Accommodation Charges for Testing Work	50	1600		
2.5	Accommodation Charges for Fitter Work	500	1100		
2.6	Accommodation Charges for Electrician Work	500	1100		
2.7	Accommodation Charges for Welder Work	500	1100		
3	Local Conveyance	1750	600		

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4	Charges during journey period for Sl. No. 1.1 (For each person)	150	40% of A	E	
	Charges during journey period for Sl. No. 1.2 to 1.4	80	40% of B		
	Charges during journey period for Sl. No. 1.5 to 1.7	80	40% of C		
	Charges during journey period for Sl. No. 1.8 (For each person)	20	40% of D		
5	DA (For Sl. No. 1.1 to 1.8 including journey period)	3130	600		
6	Travel Charges (To & Fro) for Sr. 1.1 to 1.8 (To and Fro railway fare of III-AC incl. Tatkal/ Premium Tatkal Charges for any train for site shall be paid on actual) Porter Charges = Rs. 400 each side from the HQ.	400	To and Fro railway fare of III-AC incl. Tatkal/ Premium Tatkal Charges for any train for site shall be paid on actual		

#### Rupees in Words

#### Rupees in figures

#### Note:-

- 1) Offer to be valid for 120 days
- 2) BHEL may delete, add any activities at the time of order.
- 3) GST will be payable extra as applicable.
- 4) If there is a discrepancy between words and figures, the amount in words shall prevail.
- 5) RA: To be done as per latest RA guideline available in BHEL/NIC portal
- 6) L1 party will be decided based on quoted total lowest price at Sr. No. 1.1 of Price Bid marked as "A".
- 7) Contract for above work will be awarded to L1 and other two parties in the ratio of 50:30:20 respectively based on counter offer to L2 & others bidders on L1 rates. Incase L2 & other bidders will not accept the offer; then total contract will be awarded to L1 party for above work.
- 8) Contract shall be valid for two years from the date of P.O.

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- 9) In case more than one contractor quoted the L1 (lowest and technically accepted) rates, L1 shall be decided based discount offered in sealed bid.
- 10) After opening of the tenders if BHEL Jhansi decides to negotiate, the tendered should be in a position to depute his representatives at short notice with full authority for Negotiation.
- 11) The person(s) called for at BHEL will make his/their own arrangement for stay / lodging & boarding and no charges will be payable.
- 12) BHEL shall not reimburse any expenses towards (i) insurance cover for contractor's Persons deputed for site work, tools, instruments etc (ii) any medical expenditure (iii) transport of his tools / instruments, personal luggage etc.
- 13) Rly Journey: To and Fro railway fare upto site of III-AC incl. Tatkal/ Premium Tatkal Chgs paid. Journey particulars (Train Name, Train No. Tkt No., Stn From, Stn To, Distance, Date & Time of Departure, Date & Time of Arrival, Fare etc) to be furnished with the bills / invoices and the same shall be self-certified.
- 14) Road Journey: Where train journey/ train Ticket is not available/ urgency/ more time consuming, Bus ticket AC sleeper shall be reimbursed on actual. In case of Road travel by shared taxi, charges @ Rs 5/- per Km shall be reimbursed with approval of HOD.
- 15) Journey by Air: In case of urgency of work, especially in the North-Eastern region of India, journey by air may be permitted for service engineer with approval of GM. Reimbursement for Air travel shall be made only on production of Original Flight Tickets (Paper Tkt. / e-Tkt.) and Original Boarding passes along with GST Invoice copy for Air Ticket.
- 16) On urgent requirement, the contractor shall have to depute his person(s) even on 24 hours' notice (to leave HQ) to attend site work.
- 17) Drawing, Schemes/ Wiring shall be provided by BHEL for successful bidders during deputation at site.
- 18) In case of interior site no public conveyance is available, the difference of local conveyance charges, if exceeded from eligibility, shall be reimbursed with prior approval of GM.
- 19) Critical Punch point means the points effecting to release of payment/ Bank Guarantee/ Performance of BHEL from Customer.

**I/We agree with above and all other terms & conditions of the contract.**

**(Signature of Contractor with Seal)**



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**ANNEXURE-B**

**TERMS AND CONDITIONS**

**1.0 DEFINITIONS:**

The following terms and expressions shall have the meaning hereby assigned to them, except where the context otherwise requires:

- 2.1) 'BHEL' shall mean Bharat Heavy Electricals Limited, a Company registered under the Indian Companies Act, 1956 with its Registered Office at BHEL House, Siri Fort, New Delhi, Pin-110049 through its office at Jhansi, – 284120 or its authorized Officers or its Engineers or other employees authorized to deal with any matters with which these persons are concerned on its behalf.
- 2.2) 'CONTRACTOR' or 'FIRM' shall mean the individual, firm or Company providing the services and shall include their executors, administrators, successors and permitted assigns.
- 2.3) 'CONTRACT' or 'CONTRACT DOCUMENT' shall mean and include guidelines and declarations of the registration, the General Terms & Conditions and Statutory Compliances, schedules of quantities, accepted appendices of rates, if any, technical specifications, special specifications, if any, Letter of Intent, agreement & the work order, issued by BHEL.

Any conditions or terms stipulated by the bidder in the tender documents or subsequent letters shall not form part of the Contract unless specifically accepted in writing by BHEL and incorporated in the work order.

- 2.4) 'TENDER DOCUMENTS' shall mean Instruction to Tenderers, General Terms & Conditions, Special Conditions, Tender Specifications including drawings and any other documents issued to the bidder against invitation of bid.
- 2.5) 'LETTER OF INTENT' shall mean the intimation by a letter / email / fax to the bidder that the tender has been accepted in accordance with provision contained in that letter. The responsibility of the Contractor commences from the date of issue of this letter and all the terms and conditions of Contract are applicable from this date.
- 2.6) 'APPROVED, DIRECTED or INSTRUCTED' shall mean approved, directed or instructed by BHEL concerned authorities.
- 2.7) 'WORK' or 'CONTRACT WORK' shall mean and include the work to be done in relevant work category by the firm or as specified in the Tender documents.

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**2.0**

**TENDERING PROCEDURE**

The tender shall be accepted and processed as follows:

The Tender shall be submitted in **Two Part Bid** as described below:

**2.1) PART-I: (TECHNO-COMMERCIAL BID) :** This part shall consist of the following

- i) EMD of amount, equivalent to value as per Clause No. 3.1 below, drawn in favor of “**Bharat Heavy Electricals Limited**” payable at JHANSI shall be enclosed. In the absence of submission of EMD, the offer will be summarily rejected.
- ii) Tender Fees of **Rs. 472/-** in favor of “**Bharat Heavy Electricals Limited**” in electronic mode only in favor of BHEL. In the absence of submission of same, the offer will be rejected. GST shall be extra.
- iii) **Techno-commercial offer comprising of:**
  - a) Confirmation of Scope of Work, Supporting documents for qualification criteria and other clauses as applicable etc.
  - b) Un-priced copy of PRICE FORMAT. The un-priced copy of the Price bid format shall be the same as the Price bid but without the Prices. All the quoted Prices/Rates etc. shall be replaced with the word ‘QUOTED’ or ‘Q’, in the un-priced copy.

**Note:** In case any query raised during techno-commercial evaluation of offer, same shall be compliance within 3 days. Failing this offer shall be disqualified.

**2.2) PART-II: (PRICE BID)**

- i) Format containing **PRICES** only (**to be furnished in the enclosed Price Schedule format only**). Prices shall be quoted in Indian Rupees only. Price Bid should not contain any technical details and/or Commercial Terms & Conditions as the same are supposed to be contained in PART-I only so that the same can be evaluated before opening of Price Bid(s).
- ii) The prices/Rates shall be quoted in price schedule.
- iii) Price bids of only techno-commercially short-listed vendors will be opened.
- iv) The above two bids (**Part-I and Part-II**) shall be enclosed in a sealed envelope and shall have tenderer’s distinctive seal and shall be super-scribed with the **TENDER REF. NO and DUE DATE**.

The Tender shall be addressed to the following:

**To,**

**THE TENDER ROOM (WORKS CONTRACT TENDER BOX’)**  
**ADMINISTRATIVE BUILDING, Security Gate**  
**BHARAT HEAVY ELECTRICALS LTD,**  
**P.O. BHEL JHANSI (UP) 284120**

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- a. The tender shall be dropped in the above stipulated tender box positively **before 13.00 hrs on the due date (as mentioned above)**. It will be bidder's responsibility to ensure submission of tender in the designated "**Works Contract Tender Box**" before expiry of due date and time. Any tender which is received after **13.00 Hrs on the due date and subsequently** shall not be considered and will be returned to the sender. No explanation/reasoning for late submission/receipt of tender will be entertained.
- b. In case, Bidders wants to deputing their representative at BHEL JHANSI for dropping their offer in the tender box then bidder has to obtain security gate pass for reaching at tender box. In such case, bidders shall have to send personal details to BHEL at least one day in advance for obtaining security gate pass.
- c. Bidders may note that the **Two-Part Bid** of the tender shall be opened in tender room of BHEL Jhansi on tender due\ date after 14.00 hrs. in presence of those tenderer's who choose to be present.
- d. The tenderer is advised to satisfy themselves for work environments & be acquainted with the actual working and other prevalent conditions regarding organizing resources to various sites across the country prior to submission of tender. No claim will be entertained later on grounds of lack of knowledge.
- e. In case of any query/doubt on the tender specifications, bidder can contact the concerned authority for clarification before tender submission. No modification/ deviation w.r.t. any clause, terms & conditions etc shall be acceptable after opening of tender.

**3.0) EARNEST MONEY DEPOSIT (EMD) :**

Earnest Money Deposit will be as per the tender documents. EMD is to be paid by each tenderer for securing fulfillment of any obligation in terms of NIT.

**3.1) Rates of EMD shall be as under:**

**For works: Rs. 168907/-**

The bidder can also opt for submission of one-time EMD of Rs. 5 Lakhs which will qualify him to participate in all other tenders.

Note – The benefits to Micro & Small Enterprises shall be applicable for this tender as per government norms.

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**MODES OF DEPOSIT:**

EMD shall be accepted through Electronic-Mode only in favor of BHEL (NEFT/RTGS/Net Banking/IMPS/UPI etc.). The bank details for deposit of EMD deposit is given in **Clause 5.0 below**.

In case total EMD amount is more than to Rs. 2 Lakhs, the amount in excess of Rs. 2.0 Lakhs may also be accepted in the form of Bank Guarantee from scheduled bank. The Bank Guarantee in such cases shall be valid for at least six months.

**3.2) FORFEITURE OF EMD:**

EMD of the Tenderer shall be forfeited as per NIT conditions, if:

- i) After opening of the tender and within the offer validity period, the Tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- ii) The contractor fails to deposit the required Security Deposit or commence the work within the period as per LOI / Contract.

EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant “Guidelines on Suspension of business dealings with Suppliers / contractors” and forfeited / released based on the action as determined under these guidelines.

**3.3) EMD given by all unsuccessful tenderer shall be refunded.**

**3.4) EMD shall not carry any interest.**

**3.5) EMD of the successful Bidder shall be converted and adjusted against the security deposit and shall be refunded after the expiry of the warranty period / defects liability period as applicable.**

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**4.0) SECURITY DEPOSIT (SD):**

4.1) The Security Deposit means the security provided by the Contractor towards fulfillment of any obligations in terms of the provisions of the contract.

4.2) The total amount of Security Deposit will be 5% of the contract value. EMD of the successful Bidder shall be converted and adjusted towards the required Security Deposit.

**4.3) MODES OF DEPOSIT:**

The balance amount to make up the required Security Deposit (SD) of 5% of the contract value may be accepted in the following forms:

SD shall be accepted through Electronic-Mode only in favor of BHEL (NEFT/RTGS/Net Banking). Bank Details of SD deposit is given in clause 5.0.

**4.4) COLLECTION OF SECURITY:**

- i) At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.
- ii) If the value of work order 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 from payment/s due to the contractor.
- iii) The recoveries made from running bills (cash deductions towards SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work.
- iv) EMD of the successful tenderer shall be converted and adjusted against the security Deposit
- v) Security Deposit shall be released to the contractor after a period of 01 year from the date of completion of complete work as per NIT/work order & fulfillment of contractual obligations as per the terms of contract. The completion of work as per NIT will be verified by BHEL officials.
- vi) The Security deposit shall not carry any interest.

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#### **5.0) Bank details of depositing EMD/SD**

EMD/SD/ Tender Fee will be accepted only in electronic Mode, which can be deposited in following account-

**For EMD & Tender fees A/c No. 10670828866, IFSC Code-SBIN0003807, Name - BHEL JHANSI, Bank-State Bank of India, Branch Location-Jhansi.**

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**6.0) GENERAL CONDITIONS OF CONTRACT**

- 6.1. The agencies which are currently under hold/ban/suspension of business dealing with BHEL and communicated thereof shall not be considered in this tender.
- 6.2. The tenderer has to confirm all clauses of as mentioned above, Deviations, if any, have to be recorded clearly, against the respective serial number. All the documents of the tender shall be signed by tenderer on every page and sent with the offer.
- 6.3. All the quoted prices shall be **exclusive of taxes & duties** as may be applicable.
- 6.4. The offer should be valid for minimum of 120 days from the date of opening the bid.
- 6.5. The bidders shall be required to submit furnish their organizational information in the format attached in NIT.
- 6.6. Over run charges shall not be applicable.
- 6.7. All tender papers dully filled in and signed by the tenderer must be returned with the offer as proof of the acceptance of the conditions of the Contract.
- 6.8. Official Secret Act: The firm shall give an undertaking under the official secret Act for maintaining secrecy of the drawings, documents or other records connected with the work given to them. The firm shall return all the drawings/documents given to them.
- 6.9. Mode of Communications: Generally, all communications, references etc. shall be delivered through email, fax or given to the authorized supervisor. It will be undertaken that the firm has read and understood the message, within 3 days of the delivery, even if they have not received/ not opened/ having any problems on their side. Firm shall communicate their change of authorized supervisor, email address in advance.
- 6.10. All communications shall be made by/addressed to on behalf of BHEL by following officer or his authorized representatives. Any change will be informed time to time.

Sr. Dy. General Manager, Transformer Field Engineering Services Department, Bharat Heavy Electricals Ltd, P.O. BHEL Jhansi at email ID-akhatloiya@bhel.in.



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**7.0 SPECIAL CONDITIONS OF CONTRACT:**

The tender shall be governed by general conditions which are as follows:

- 7.1. BHEL does not bind themselves to award the work to lowest tenderer or any other bidder as per BHEL policy. It will be sole discretion to process or cancel the tender and no reason/explanation shall be given for their decision.
- 7.2. The tenderer should engage only those workers for the works, who are expert in field.
- 7.3. The prices shall be firm and final and shall be quoted strictly in the price-bid format provided in the Annexure-A. Applicable GST shall be paid extra against proof of their deposition in the accounts of government.
- 7.4. The Contractor shall follow all the statutory compliances and all the prevailing Industrial / Labour laws/ Govt. laws, statutory safety clauses as amended from time to time including as per Annexure of NIT.
- 7.5. If any urgent work (in respect whereof the decision of the BHEL shall be final and binding) becomes necessary, the Contractor shall execute the same as may be directed.
- 7.6. The firm shall ensure that no damage is caused to any person/any existing work/property of BHEL/other parties working inside the customer premises. If any such damage is caused, it shall be the responsibility of the firm to make good the losses and compensate the affected parties at his own cost.
- 7.7. The Contractor shall not sublet, transfer or assign the whole or any part of the work under the Contract.
- 7.8. The decision of BHEL regarding interpretation of any terms and conditions set forth in the Agreement shall be final and binding on the Contractor. In case the Contractor does not carry out the Contractual/statutory obligations or the services rendered by him are found to be unsatisfactory, it will be brought to HIS notice first to rectify the deficiency/ anomaly within (15) days failing which BHEL reserves the right to impose the penalty maximum 10% of the Contract price in the and/or terminate the Contract without assigning any reason whatsoever. In such an event, no damages will be payable for short closure of the Contract.
- 7.9. Without prejudice to the aforesaid clause, BHEL reserves its right to terminate the Contract without assigning any reason thereof by giving 30 days' notice in writing to the Contractor.
- 7.10. The cancellation of Contract may be either for whole or part of the Contract at BHEL's option. In the event of termination of Contract in whole or part BHEL may procure upon such terms and in such manner as deemed appropriate, supplies or services similar to those so terminated and the Contractor shall be liable to BHEL for any excess costs for such similar supplies or services provided that the Contractor shall continue the performance of this Contract to the extent not terminated under the provisions of this clause.
- 7.11. All disputes arising in connection with the Contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with the provisions of the



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Arbitration and Conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the Unit. The award of the arbitrator shall be final and binding on both the Parties. The venue of the Arbitration shall be Bhopal in India. The Award to be given by the Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this Contract shall be to the exclusive jurisdiction of Hon'ble Court of Jhansi.

- 7.12. The firm will be required to sign a Contract with BHEL on a proper Non-judicial stamp paper, in a prescribed format before start of work. The cost towards agreement shall be borne by the firm.
- 7.13. The bidder will have to ensure before submission of his bids, that adequate manpower and resources are available at his disposal to be deployed at site in the above given time frame. The final work schedule may vary depending on the prevalent site conditions and customer requirements and may be revised for early completion of respective activities/readiness of charging during the course of execution. These revised targets shall be informed to Contractor by BHEL time to time. Accordingly, Contractor has to meet such targets set out by the customer/BHEL by augmenting their resources. The Contractor shall have to work in parallel at more than one Transformer/Reactor as may be required during execution of work to meet the targets for readiness of charging set out by the customer and informed by BHEL to Contractor time to time.
- 7.14. In the event of schedule is delayed for the reason beyond Contractor's control, the Contractor shall keep the provision for continuing the work up to one year beyond above completion period if so considered by BHEL for time extension of Contract Agreement. In such case, the rates as quoted in Price Schedule will be applicable for the extended period.
- 7.15. BHEL may also increase/decrease the quantity of equipment's/items included in the work content. Pro-rata rates shall be paid to the Contractor for the same.

**7.16. RIGHTS OF BHEL:**

BHEL reserves to itself, the following rights without entitling the Contractor to any compensation: - Resorting to any, some, all of the actions like Contract termination, recovering the dues/ losses from the Security Deposit and the Contract amount, forfeiting the Security Deposit, getting the work done through other agencies at the cost of the Contractor, cancellation of registration, banning the business with BHEL etc., in any event of the followings:

- a) Contractor's repeated poor performance, withdrawal from or abandonment of the work, except in force majeure conditions.
- b) Serious lapse in performance, Persistence disregard of the BHEL instructions.
- c) Insolvency of the Contractor.
- d) Assignment, transfer, subletting of the Contract work without BHEL's written permission.
- e) Non-fulfillment of any Contractual obligations or obligations under the law.

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#### **7.17. FORCE MAJEURE:**

The following shall amount to force majeure conditions: Acts of God, act of any Government, War, sabotage, riots, civil commotion, police action, flood, fire, cyclone, earthquake, epidemic and other similar causes over which, no Contractor has any control. In such cases, firm shall resume their operations after reasonable and mutually agreed time.

Notwithstanding anything contained in the contract, neither BHEL nor the Contractor shall be held responsible for total or partial non-execution of any of the contractual obligations, should the obligation become unreasonably onerous or impossible due to occurrence of a 'Force Majeure' which directly affects the obligations to be performed by the BHEL or the contractor; Such events include war, military operations of any nature, blockages, revolutions, insurrections, riots, civil commotions, insurgency, sabotage, acts of public enemy, fires, explosion, epidemics, quarantine restrictions, floods, earthquake, or acts of God, restrictions by Govt. authorities; over which the BHEL or the contractor has no control.

The party claiming to be affected by force majeure shall notify the other party in writing without delay, within two weeks from the occurrence of such situation and on the cessation thereof. Extension of time sought by the contractor along with supporting evidence and so granted by BHEL for the work affected, if any, shall not be construed as waiver in respect of remaining execution. Rescheduling of execution on account of force majeure conditions, if so agreed by BHEL, will not entail the contractor to claim any increase in the price on whatsoever account.

Notwithstanding above provisions, BHEL shall reserve the right to cancel the Contract, wholly or party, in order to meet the overall project schedule and make alternative arrangements. If deemed necessary, BHEL may takeover partly processed work at a mutually agreed price.

#### **8.0 Validity of contract-** Validity of contract will till two years from the date of work contract order (P.O.).

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**ANNEXURE- C**

**INSTRUCTIONS TO CONTRACTOR**

1. BHEL shall have the privity of the Contract with the Contractor only and will give instructions to the Contractor or his authorized representative. BHEL will have nothing to do or be concerned with the employment of employees working for the Contractor. The relationship between BHEL and the Contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer-employee relationship.
2. The Contractor shall maintain regular contact with the designated employee(s) of BHEL and will interact on matters relating to the work awarded under this Contract.
3. Contractor will ensure that the job is executed through his employees on his rolls and under no circumstances the Contractor will deploy any casual employee to carry out the job nor shall sub-Contract the job without prior written permission.
4. Contractor shall observe Provisions of the relevant labour law in respect of working hours, holidays, rest intervals, leave and overtime to his employee. .
5. Contractor shall obtain Police Verification of all his workers if required.

Signature of Contractor

**6. PAYMENT OF WAGES**

**Contractor will have release the payment to the service engineers/Experts/any deployed man power etc within one month from the date of receipt of site documents after site visit. Failing this BHEL reserves the right to take necessary action like Terminate the Contract, Transfer the balance contractual amount to other vendor, ...etc as per BHEL policy.**

**7. SAFETY AND DISCIPLINARY ACTION**

1. Contractor shall ensure that his employee do not indulge in any unsafe or hazardous practices. They use safety equipment such as safety belts, safety shoes, goggles, helmet and masks where use of such equipment is required in day-to-day operations.
2. Contractor to ensure that employee deployed in the premises is physically and mentally fit and do not have any criminal record.
3. Contractor will be responsible for good conduct of his employees. In case of misconduct, Contractor shall take prompt disciplinary action as per "Model Standing Orders" on the advice of Contracting officer.
4. Contractor shall be responsible for any compensation as per workman compensation policy/ insurance policy to the deployed man power at site towards loss of life / permanent disability due to an accident at site / during journey period as detailed below.
  - a) Victim: Any person who suffers permanent disablement or dies in an accident as defined below.

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- b) Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/ operation and works incidental thereto at BHEL factories/ offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, official journey time, performance guarantee testing undertaken by the company or during any works / during working at BHEL Units/ Offices/ townships and premises/ Project Sites.
  - c) Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to Section 2 (I) of the Employee's Compensation Act, 1923."
5. Contract awarded is liable for termination for any contravention of statutory provisions or any other reasons without assigning any explanation or notice to the Contractor.
6. Contractor shall fully comply provisions of various applicable labour laws.

**8. COMPLIANCE OF STATUTORY PROVISIONS**

Contractor shall fully responsible for compliance various labour laws and other enactments as applicable for such Contracts.

**9. CONCILIATION PROCEEDINGS UNDER THE BHEL CONCILIATION SCHEME, 2018**

The Parties agree that if at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the agreement, contract or the Memorandum of Understanding (delete whichever is inapplicable), which the Parties are unable to settle mutually), arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee to be appointed by competent authority of BHEL from the BHEL Panel of Conciliators.

Notes:

- 1. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators.
- 2. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to both the parties from outside the BHEL Panel of Conciliators.

The proceedings of Conciliation shall broadly be governed by 7.11 of the Arbitration and Conciliation Act 1996 or any statutory modification thereof and as provided in Annexure to this SCC.

(The Conciliation Proceedings hereunder, supersede the relevant terms & conditions given in "Special Terms & Conditions and Statutory Compliances" or any other Tender document, where ever applicable).

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**10. JURISDICTION -**

**Any matter of dispute arising out of or in connection with this contract shall be under jurisdiction of Jhansi Court only.**

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**CODE FOR SAFETY MANAGEMENT AT SITES**

It may please be noted that the following practices are to be observed during execution the work:

**1. GUIDELINES FOR SAFE WORK PRACTICES**

- a) Personal Protective Equipment: Provision & use of personal protective equipment conforming to Indian or equivalent standards to all employees of BHEL & its sub-contractors working at sites shall be ensured as specified below:
- b) Safety Helmets Conforming to IS: 2925 shall be worn by all at sites where there is any possibility of any object falling from overhead.
- c) Safety Belts (Type 2) Conforming to IS: 3521 shall be used with the life line properly tied, by any person who is required to work at an elevated location from where there is possibility of fall of the person by more than two meters.
- d) Person who might be exposed to any hazards to his eyes & face during the course of his work shall use 2.1.3 Eye & Face Protection Device Conforming to IS: 8940 or 8520.
- e) Ear protection Device Conforming to IS: 6229 shall be used by any person exposed to excessive noise in his work.
- f) Hand & Body Protection Devices IS: 2573 or 6994 or 8519 or 8807 as applicable shall be used by a person who might be exposed to the possibility of Injury to his hand or body while executing a particular task.
- g) Foot Protection Devices: Safety shoes or good quality covered shoes, depending on the degree of hazard one is likely to be exposed to, shall be worn by persons engaged at servicing sites.

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### ANNEXURE-D

#### FORMAT FOR “NO DEVIATION CERTIFICATE”

#### NO DEVIATION CERTIFICATE

This is to certify that our offer is exactly in line with your Tender Enquiry No. \_\_\_\_\_. This is to expressly certify that we have read all the clauses of tender and our offer contains **no deviation** either Technical or Commercial in either direct or indirect form.

**Signed By :**

**Name** : \_\_\_\_\_

**Designation** : \_\_\_\_\_

**Organization** : \_\_\_\_\_

**Date & Place** : \_\_\_\_\_

**Phone/Fax/Email** : \_\_\_\_\_

**Stamp & Seal** : \_\_\_\_\_

(Signature & seal of Bidder)

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**ANNEXURE-E**

**Self- Declaration on Rs. 10 Non Judicial- stamp**

1. We are not presently put on hold, suspended, de-listed, banded or black listed by any units of BHEL and other Customers.
2. We have not been booked by CBI and / or indicated by a Court of Law in any criminal case relating to the business during the last 5 years.
3. The above declaration is absolutely true and best of our knowledge.

***Note-Compliances period of the observations found during technical bid scrutiny will be 48 hrs from the date & time of intimation.***



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#### **ANNEXURE-F**

<b><u>List of Tools &amp; Testing Equipments</u></b>	
<b>Sl. No.</b>	<b><u>Tools</u></b>
<b>1</b>	All size spanners, Screws driver & L and key
<b>2</b>	Wire Stripper
<b>3</b>	crimper
<b>4</b>	banana clip
<b>5</b>	crocodile clip

	<b><u>Testing Equipments</u></b>
<b>1</b>	Multimeter
<b>2</b>	Continuity Tester

**Signature of Contractor**