

	Power Sector – PEM Noida Technical Pre - Qualification Requirements (For Open/Global Tender)	PROJECT: 5X800 MW YADADRI THERMAL POWER STATION
		PACKAGE:CONDENSATE POLISHING UNIT
		DEPARTMENT:- MECHANICAL AUXILIARY
	Sheet 1 of 1	REVISION:- REV 00

PRE-QUALIFICATION REQUIREMENT – CONDENSATE POLISHING UNIT IN YADADRI TPS (5X800 MW)

The bidder is required to meet the Provenness criterion and / or qualification requirement for condensate polishing unit as per criteria stipulated below:

1.0 a)	The Bidder should have designed, supplied, erected and commissioned at least one (1) Condensate Polishing Plant with external regeneration system, comprising of at least two (2) deep mixed bed type service vessels operating in parallel and in conjunction with the main TG unit. Each of these vessels shall have a minimum capacity of 325 m3/hr running successfully for minimum one (1) year from date of commissioning as on the date of bid opening. The bidder shall be qualified for plants having similar external regeneration system with associated mechanical, electrical & control systems, incorporating the same resin separation and regeneration process as adopted in the plants by virtue of which the bidder is qualified.
1.0 b)	The Bidder who do not meet the qualification requirements stipulated at clause 1.0 a) above, may also participate provided the Bidder is a Contractor in water treatment plant and has executed at least one (1) number ion exchange based demineralising plant of minimum capacity of 60 Cu.m/hr consisting of maximum two (2) streams and associates for this bid with an Associate /Collaborator/Technology provider/Licenser/Qualified equipment manufacturer who in turn fully meets the requirements stipulated at clause 1.0 a) above. In such case, the Bidder shall be required to furnish a 'letter of support' from the Associate /Collaborator/Technology provider/Licenser/Qualified equipment manufacturer as per Annexure-I along with scope matrix for execution and both the bidder and its Associate shall be jointly and severally liable to the owner for successful performance of Condensate Polishing Plant.
2.0	Bidder has to submit of following supporting documents meeting above mentioned pre-qualifying requirements. Copy of minimum one performance certificate in English from end user along with copy of related Purchase Order (PO)/ Letter of Intent(LOI)/ Letter of award(LOA) or Work order(WO) specifying that the product is running successfully for one (1) year from date of commissioning, in support of PQR clause mentioned at S. No. 1.0 a) & 1.0 b) above.
3.0	Bidder shall submit design documents to substantiate technical parameters specified in PQR, if the same is not mentioned in performance certificate/ purchase order. In order to meet the PQR, the bidder shall provide all necessary data such as type, design, make, capacity, duty conditions, date of commissioning/ operation etc.
4.0	Bidder to submit all supporting documents in English. If documents submitted by bidder are in language other than English, a translation copy of its pertinent passages in English language shall be used for purposes of interpretation of the bid. The English Translation copy of the documents shall be carried out by professional translators and the translator shall certify that he is proficient in both languages in order to translate the document and that the translation is complete and accurate. Further, translation shall be authenticated by the Indian Consulate located in the Country where the documents have been issued or the Embassy of that Country in India.
5.0	Notwithstanding anything stated above, BHEL/Customer reserves the right to assess the capabilities and capacity of the bidder to perform the contract, should the circumstances warrant such assessment in overall interest of BHEL/Customer.
6.0	Consideration of offer shall be subject to customer's approval of bidder.
7.0	After satisfactory fulfilment of all the above criteria/ requirement, offer shall be considered for further evaluation as per NIT and all other terms of the tender.

ANNEXURE-I**LETTER OF SUPPORT FOR SATISFACTORY PERFORMANCE OF CONDENSATE POLISHING UNIT
FOR YADADRI TPS (5X800 MW)**

To: Telengana State Power Generation Corporation Ltd

Vidyut Soudha

Khairatabad, Hyderabad-500 082

Sub: Letter of Support submitted From (name of the Associate /Collaborator*/Technology provider*/Licensor*/Qualified equipment manufacturer*) undertaking the responsibility for satisfactory performance of Condensate polishing unit.

Dear Sirs,

1. In accordance with the Award of the Contract by BHEL, PEM, Noida-201301 (Name of the Contractor) to M/s. (Name of the vendor), we the aforesaid Associate /Collaborator*/Technology provider*/Licensor*/Qualified equipment manufacturer*, (M/s) shall be fully responsible for the satisfactory performance of the Condensate polishing unit.
2. Further, the manner of achieving the objective set forth in point 1 above shall be as follows:
For Condensate polishing unit,
 - a) We shall provide and shall be fully responsible for design, engineering & commissioning, manufacturing and assembly drawings of Condensate polishing unit. Condensate polishing unit shall be manufactured and supplied as per above design provided by us and the drawings approved by Employer.
 - b) We shall depute technical experts to Bidder's/sub-vendor's works for supervision during manufacturing, assembly, erection, commissioning and final testing (as and when necessary) of the Condensate polishing unit.
 - c) We shall promptly carry out all the corrective measures and shall promptly provide corrected design and shall undertake replacements, rectifications or modifications to the equipment as required in case the equipment fails to demonstrate successful performance as per contract at site.
 - d) We shall participate in Technical Co-ordination meetings (TCMs) from time to time, as and when required by Employer
3. We, the Associate /Collaborator*/Technology provider*/Licensor*/Qualified equipment manufacturer* do hereby undertake and confirm that this Letter of Support shall be valid for a period of seven (7) years or up to the end of defect liability period of the contract, whichever is later.

Signature of the Authorised Representative: ...

For M/s

(Associate*/Collaborator*/Technology provider*/Licensor/Qualified equipment manufacturer*)

Name

Designation

Date.....

Common Seal of the Company

***: Strike off whichever is not applicable.**



PRE - QUALIFYING REQUIREMENTS

ENQUIRY NO:

PROJECT:

5 X 800 MW YADADRI TPS

PACKAGE:

CONDENSATE POLISHING UNIT

CRITERIA FOR EVALUATION - FINANCIAL :

Average annual financial turnover during the last Three Financial Years should not be less than
Rupees Nine Crore Thirty Seven Lakh(s) Only

Amount (in Rs.)
Rs.9,37,00,000.00

Notes:-

a) The bidder has to submit financial accounts (audited, if applicable comprising of Audit report, Balance Sheet, Profit & Loss A/c Statement and Notes/Schedules pertaining to Turnover/Sales/Revenue), for last three years (or from the date of incorporation, whichever is less) as on tender due date to review the above criteria. In case the incorporation of vendor is less than 3 years, average annual financial turnover shall be calculated based on available information as below:-

i) If the accounts are available for ≤ 1 Financial Year, the Average Annual Turnover shall be calculated based on available information divided by 1 (One).

ii) If the accounts are available for >1 but ≤ 2 Financial Years, the Average Annual Turnover shall be calculated based on available information divided by 2 (Two).

iii) If the accounts are available for >2 but ≤ 3 Financial Years, the Average Annual Turnover shall be calculated based on available information divided by 3 (Three).

b) Foreign bidder is to submit a latest report from reputed third party business rating agency like Dun & Bradstreet, Credit reform etc. in addition to the documents mentioned at point (a) above for review of above criteria.

c) Other Income shall not be considered for arriving at Annual Turnover/Sales. For evaluation purpose, turnover figure excluding taxes shall be considered.

d) For evaluation of foreign bidder, exchange rate (TT selling rate of SBI) as on scheduled date of tender opening (Part-I bid in case of two part bid) shall be considered.

SUGGESTED PRICE FORMAT		Doc No:		PE-PF-417-155A-A001	
		Rev No:		0	
		Date of issue			
NAME OF PROJECT:		5X800 MW YADADRI THERMAL POWER STATION			
NAME OF PACKAGE:		CONDENSATE POLISHING UNIT			
TECHNICAL SPECIFICATION:		PE-TS-417-155A-A001			
S. No.	DESCRIPTION	HSN/ SAC CODE	UNIT	QTY	AMOUNT (Ex-Works)
1.0	Total lump sum firm price inclusive of all prevailing taxes, duties and other levies for SUPPLY PART , SERVICES PART & MANDATORY SPARES comprising of design (i.e. Preperation and submission of drawing/ documents including " As Built " drawings and O&M Manuals) , engineering, manufacture, fabrication, assembly, inspection / testing at vendor's & sub-vendor's works, painting, maintenance tools & tackles (as applicable), fill of lubricants & consumables(excluding chemicals), mandatory spares alongwith spares for erection ,startup and commissioning as required, forwarding, proper packing, shipment and delivery at site,unloading, handling, transportation & storage at site, in site transportation, assembly, minor civil works, erection & commissioning, trial run at site and carrying out performance guarantee tests at site , training of customer/ client O&M staff & final handing over to end customer in flawless condition for project and package specified above complete with all accessories for the total scope defined as per BHEL NIT & tender technical specification, amendment & agreements till placement of order.		Set	1	
2.0	MAJOR BREAK-UP OF PRICES GIVEN IN 1.0 ABOVE.				
2.1	Total lump sum firm price inclusive of all prevailing taxes, duties and other levies for SUPPLY PART comprising of design (i.e. Preperation and submission of drawing/ documents including " As Built " drawings and O&M Manuals) , engineering, manufacture, fabrication, assembly, inspection / testing at vendor's & sub-vendor's works, painting, maintenance tools & tackles (as applicable),fill of lubricants & consumables (excluding chemicals), alongwith spares for erection , startup and commissioning as required, forwarding, proper packing, shipment and delivery at site for project and package specified above complete with all accessories for the total scope defined as per BHEL NIT & tender technical specification, amendment & agreements till placement of order.		Set	1	
2.2	Total lump sum firm price inclusive of all prevailing taxes, duties and other levies for the SERVICES PART, comprising of unloading, handling, transportation & storage at site, in site transportation, assembly, minor civil works, erection & commissioning, final painting at site, trial run at site and carrying out performance guarantee tests at site, training of customer/ client O&M staff & final handing over to end customer in flawless condition for project and package specified above complete with all accessories for the total scope defined as per BHEL NIT & tender technical specification, amendment & agreements till placement of order.		Set	1	
2.3	Total lumpsum firm price inclusive of all prevailing taxes, duties and other levies for Mandatory spares comprising of manufacture, fabrication, assembly, inspection / testing (as applicable) at vendor's & sub-vendor's works, painting, forwarding, proper packing, shipment, delivery at site & guarantee as per tender technical specification , amendment & agreements till placement of order. (Price break up of mandatory spares is to be furnished as per Annexure-I).		Lot	1	
Note: 1.) PG to consider and suitably incorporate taxes, duties and other commercial aspects.					
Particulars of bidder / authorised representative					
Name	Designation	Signature	Date		Company Seal

SUGGESTED PRICE FORMAT ANNEXURE-I LIST OF MANDATORY SPARES		Doc No:	PE-PF-417-155A-A001		
		Rev No:	0		
		Date of issue			
NAME OF PROJECT:		5X800 MW YADADRI THERMAL POWER STATION			
NAME OF PACKAGE:		CONDENSATE POLISHING UNIT			
TECHNICAL SPECIFICATION:		PE-TS-417-155A-A001			
S. N.	Equipment	UNIT	Spares Quantity for 5 Units		AMOUNT (Ex-Works)
1	Spares for Horizontal Centrifugal Pumps				
1.1	Shaft	Nos.	2 Nos.		
1.2	Shaft Sleeve	Nos.	4 Nos.		
1.3	Impeller	Nos.	2 Nos.		
1.4	Impeller locking nut and bolt	Nos.	8 Nos.		
1.5	Impeller wear ring	Nos.	8 Nos.		
1.6	Casing wear ring	Nos.	8 Nos.		
1.7	Oil Seal	Nos.	8 Nos.		
1.8	Oil Deflector	Nos.	6 Nos.		
1.9	Oil Ring	Nos.	6 Nos.		
1.1	Gland Packing	Nos.	8 Nos.		
1.11	Lantern Ring	Nos.	6 Nos.		
1.12	Mech Seal Assembly	Nos.	2 Nos.		
1.13	Stationary/Carbon Packing and O "Ring for Mechanical Seal"	Sets	6 Sets		
1.14	Oil Level Gauge	Nos.	6 Nos.		
1.15	Coupling	Nos.	4 Nos.		
1.16	Rubber Bush for Coupling	Nos.	4 Nos.		
1.17	O " Rings "	Sets	4 Sets		
1.18	Suction Strainers Element	Nos.	6 Nos.		
1.19	Bearing for Pump Motor	Sets	4 Sets		
2	Spares for Vertical Type Centrifugal Pumps (at Neutralising Pit)				
2.1	Complete Bowl assembly	Sets	2 Sets		
2.2	Impeller (s)	Sets	2 Sets		
2.3	Shafts	Sets	2 Sets		
2.4	Casing wearing (s)	Sets	2 Sets		
2.5	Impeller wear ring (s)	Sets	2 Sets		
2.6	Shaft Sleeves	Sets	4 Sets		
2.7	Shaft Couplings	Sets	2 Sets		
2.8	Shaft nuts & keys	Sets	2 Sets		
2.9	Lantern rings	Sets	2 Sets		
2.1	Bell mouth liner	Sets	2 Sets		
2.11	Bearings	Sets	2 Sets		
2.12	Pump motor coupling	Sets	2 Sets		
3	Spares for Agitators				
3.1	Gear Box Unit Complete	Nos.	2 Nos.		
3.2	Bearing for Gear Box Unit	Sets	2 Sets		
3.3	Coupling complete (Motor/Gear box and gear box/agitator)	Sets	2 Sets		
3.4	Coupling Bolts	Sets	2 Sets		
3.5	Coupling shim pack (if applicable)	Sets	8 Sets		
3.6	Oil seals	Sets	8 Sets		
4	Spares for Valves				

4.1	i) Manual Diaphragm valves	%	20% of total quantity used for each type and size with minimum no. four (4) for each type /size/rating.(Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
	ii) Spare Diaphragm for above	%	20% of total quantity used for each type and size with minimum no. four (4) for each type and size. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
4.2	i) Non return valves (NRV)	Nos.	4 nos. of each size & type	
	ii) Flaps for above NRV	Nos.	4 nos. of each size	
4.3	Gate/Globe/Ball valves/plug valve/needle valve			
	i) Up to 4"	%	20% of total quantity used for each type and size with minimum no. four (4) for each type, size. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
	ii) Above 4"	Nos.	2 nos. each type and size.	
4.4	Butter fly valve			
	i) Up to 4"	%	20% of total quantity used for each type and size with minimum no. four (4) for each type, size. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
	ii) Above 4"	Nos.	2 nos. each type and size.	
5	Spares for Filter Media/ ION Exchange Resins			
5.1	Media for Activated Carbon Filters	%	20% of total quantity.(Total Quantity shall be calculated based on quantity of the item required for 1st set of complete regeneration system i.e. Quantity of activated carbon required for 1 complete ACF).	
5.2	Resins for each type of exchangers	%	20% of total quantity .(Total Quantity shall be calculated based on quantity of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system i.e. 4 charge resins+ 1 resin injection hopper charge)	
5.3	Ejectors	Nos.	Four (4) nos. of each type	
6	Spares for Air Blowers			
6.1	Impeller with shaft	Sets	2 Sets	
6.2	Bearings	Sets	2 Sets	
6.3	Oil seals	Sets	10 Sets	
6.4	Filter	Sets	2 Sets	
7	Pneumatic Control Valve			

7.1	Pneumatic Diaphragm for Diaphragm actuated valve	Nos.	4 Nos. for each type of Actuator	
7.2	Gland Packing	Sets	2 sets for each type of Control Valve	
7.3	Plug, Seat, Cage, Stem etc.	Sets	2 sets for each type of Control Valve	
7.4	Retainer Ring, Seal Ring etc.	Sets	2 sets for each type of Control Valve	
7.5	Gasket	Sets	4 Sets for each type of Control Valve	
7.6	Position Transmitter complete set	%	20% of total quantity used in the system for each type and model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
7.7	Control Valve E/P Positioner complete Set	%	20% of total quantity used in the system for each type and model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
7.8	Complete Set of Solenoid Valve for Pneumatic type On/Off Valve	Nos.	4 Nos. for each type & ratings	
7.9	Solenoid Coil for Pneumatic type On/Off Valve	Nos.	10 Nos. for each type & ratings	
7.1	Position Limit Switch for Pneumatic type On/Off Valve	Nos.	20 Nos. for each type & ratings	
8	C&I Items			
8.1	Transmitters/ Gauges/Switches etc. along with relevant accessories	%	20% of total or at least four (whichever is higher) for each type along with accessories.[Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection instruments].	
8.2	Temperature Element (RTD/Thermo-couple) with thermo well	%	20% of each type, range and immersion length. Minimum 10 nos. .[Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection instruments].	
8.3	Analysers			
a)	Field sensor	Nos.	4 nos.	
b)	Field transmitter/ complete electronic unit	Nos.	2 nos.	
c)	Power supply card	Nos.	2 nos.	
d)	Instrumentation hardware	Nos.	2 nos. each item	
8.4	Pneumatic Control Valves & Block Valves			
a)	Plot Relay	Sets	2 sets for each valve	
b)	Actuator Diaphragm	Nos.	2 nos. for each valve	
c)	Feedback Linkage	Nos.	2 nos. for each valve	
d)	Smart Positioners	%	20% of total quantity of each model/type. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	

e)	I/P Converters (If any)	%	20% of total quantity or minimum 30 nos. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
f)	Complete Consumables for Valve Viz. O-ring, Gland Packing, Packing Ring, Bonnet Seal etc	Sets	4 Sets each size, rating, type	
g)	Valve Disc	Sets	4 Sets each size, rating, type	
h)	Valve Spindle	Sets	4 Sets each size, rating, type	
i)	Valve Seat	Sets	4 Sets each size, rating, type	
j)	Bush	Sets	4 Sets each size, rating, type	
k)	Guide	Sets	4 Sets each size, rating, type	
l)	Guide Bush	Sets	4 Sets each size, rating, type	
m)	Coupling Nut	Sets	4 Sets each size, rating, type	
n)	Actuator Piston with Rod & Seal	Sets	4 Sets each size, rating, type	
o)	Control valve stem packing and spare operator moulded rubber diaphragms	Sets	2 sets for each size, rating, type	
p)	Valve trim (including cage, plug, stem, seat rings, guide bushings etc.) for each of the control valves as offered.	Sets	2 sets for each size, rating, type	
q)	Solenoid valves, position transmitters, limit switches, I/P convertors, positioners etc of each type	%	20% of total quantity spare with minimum 2 nos. for each size, rating, type. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
8.5	Solenoid Valves			
a)	Solenoid Valve Coil	Nos.	4 nos. of each rating & insulation	
b)	Plunger	Nos.	2 nos. of each type	
c)	Seat	Nos.	4 nos. of each type & size	
d)	Gaskets	Sets	4 sets of each type & size	
e)	O-Ring set	Sets	10 sets of each type & size	
8.6	Flow Elements			
a)	Root valves	Nos.	4 nos. for each flow element	
b)	Gland packing for root valves	Nos.	4 nos. for each flow element	
c)	Gaskets	Nos.	6 nos. for each flow element	
8.7	Process Connection Piping (Impulse piping/tubing, sampling piping / tubing & air supply piping as applicable)			
a)	Valves of all types	%	20% of each type, class, size & model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection valves).	
b)	Valve Manifolds (2 way/3 way/5 way)	%	20% of each type, class, size & model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection).	

c)	Fittings	%	20% of each type, class, size & model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection).	
d)	Filter Regulators	%	40% of each model. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection).	
9	Motor			
9.1	415 Volt Motor (above 30KW Rating up to 200KW)			
9.1.1	End Shield Cover Driving & Non-Driving End	Sets	2 Sets for each type and rating of Motor	
9.1.2	Driving End & Non-Driving End Bearing	Sets	2 Sets for each type and rating of Motor	
9.1.3	Cooling Fan	Nos.	2 Nos. for each type and rating of Motor	
9.1.4	Motor Space Heater	Nos.	2 Nos. for each type and rating of Motor	
9.1.5	Motor Terminal Block	Nos.	2 Nos. for each type and rating of Motor	
9.1.6	Complete Set of Coupling	Sets	2 Sets for each Application	
9.2	415 Volt Motor (Up to 30KW Rating)			
9.2.1	Driving End & Non-Driving End Bearing	Sets	6 Sets for each type and rating of Motor	
9.2.2	Cooling Fan	Nos.	4 Nos. for each type and rating of Motor	
9.2.3	Motor Terminal Block	Nos.	10 Nos. for each type and rating of Motor	
9.2.4	Complete Set of Coupling	Sets	2 Sets for each Application	
9.3	Lugs & Glands			
9.3.1	Glands & Lugs	%	40 % of each type, size & rating of cables. (Total Quantity shall be calculated based on population of the item required for 1 CPU service vessel area of 1 TG hall & 1st set of complete regeneration system along with its interconnection).	

Note:1) Mandatory spares listed above is bare minimum requirement. In case any additional mandatory spares requirement is covered elsewhere in the tender specification apart from specified above, same shall be deemed to have been covered in bidders scope of supply.

2) Unless stated otherwise, a "set" or "Lot" means items required for complete replacement in one equipment of each type / size/ range.

3) Wherever quantity has been specified as percentage (%), it shall mean percentage (%) of the population of the item required for 1 TG unit (CPU service vessel area) & 1st set of complete regeneration system along with the interconnection.

4) In case of Bought Out items, itemised spares list may be vendor specific and may differ from the list of spares mentioned above. In such cases, The quoted price shall be considered for applicable items only without any change in the contract price.

Particulars of bidder / authorised representative

Name	Designation	Signature & Company Seal	Date

Bharat Heavy Electricals Limited
(A Govt. Of India Undertaking)
POWER SECTOR, PROJECT ENGINEERING MANAGEMENT
Power Project Engg. Institute, Plot No. 25, Sector 16 - A,
HRDI & ESI Complex, NOIDA 201 301 (UP)



SPECIAL CONDITIONS OF CONTRACT (REV 01)

FOR 5 X 800 MW TSGENCO YADADRI TPS [Job No. 417]

These Conditions shall be read in conjunction with General Condition of Contract (GCC) enclosed along with the tender enquiry. In case of any conflict or inconsistency, the requirement of SCC shall prevail over the GCC.

1.0	Project Name	5 X 800 MW TSGENCO YADADRI TPS
2.0	Ultimate Customer	TELANGANA STATE POWER GENERATION CORPORATION LIMITED [TSGENCO]
3.0	Location of Plant	Location: At Virlapalem Village, Damaracherla Mandal, Nalgonda District, Telangana State, India. Site is located 7 Kms from NH5. Access by: Nearest Railway Station: 6.5 Km from Damaracherla. Nearest Airport: Vijayawada airport (130 Km) Nearest sea port: Vishakhapatnam Sea Port. Access by road: 30KM from Miryalaguda Latitude: 16° 42'20.40 N. Longitude: 79° 34'41.56 E Elevation above MSL: 85m
4.0	Delivery Address (Ship to)	Later
5.0	Consignee Address (Bill To) 	BHEL, POWER SECTOR - PROJECT ENGINEERING MANAGEMENT, POWER PROJECT ENGINEERING INSTITUTE, PLOT NO.25, SECTOR-16A, NOIDA-201301 (U.P.)

Handwritten signature and date:
24/09/17

Bharat Heavy Electricals Limited
(A Govt. Of India Undertaking)
POWER SECTOR, PROJECT ENGINEERING MANAGEMENT
Power Project Engg. Institute, Plot No. 25, Sector 16 - A,
HRDI & ESI Complex, NOIDA 201 301 (UP)



	Notes 	Consignee address (Bill To) in Invoice & LR should be strictly as per Sl. No. 05. Place of supply along with name of state to be clearly indicated by vendor in invoice. Delivery address (Ship To) in Invoice and LR should be as per Sl. No. 04. Invoice should clearly specify "Billing from" and "Shipping from" addresses. Vendor to note that to effect "Sale in Transit", BHEL shall issue "Delivery Order" to the Transporter for transferring the ownership from BHEL to customer (TSGENCO). It is Vendor's responsibility to ensure availability of trucks well in advance for dispatch of material to meet contractual delivery requirement. Delivery Order shall be carried by transporter along with other dispatch documents.
6.0	Buyer and Paying Authority	Packages for which PO is placed by BHEL-PSSR & LOA is issued by BHEL-PEM - Buyer and Paying Authority shall be <u>BHEL-PSSR</u> .
7.0	Mode of Dispatch	By Road / Rail / Sea on Door Delivery and Freight Pre-Paid Basis.
8.0	Road Permit Required 	To be arranged by Supplier, if required
9.0	Transit Insurance	In BHEL Scope. Vendor shall inform the following details of dispatches to the Underwriter (refer details below) under intimation to BHEL-PEM and BHEL Site office: (1) Policy No. (2) Consignee Name. (3) Consignment Details (items with their weights and value (in INR)). (4) Project Name and P.O. No. (5) LR No. and date, Despatch origin and destination details, Inv. No.
	Policy No.	Later

Handwritten signature and date
24/09/17

Bharat Heavy Electricals Limited
(A Govt. Of India Undertaking)
POWER SECTOR, PROJECT ENGINEERING MANAGEMENT
Power Project Engg. Institute, Plot No. 25, Sector 16 - A,
HRDI & ESI Complex, NOIDA 201 301 (UP)



	Name of the Insurance Company details	Later
10.0	BHEL-PEM GST No. 	BHEL PEM: 09AAACB4146P2ZC
11.0	Customer GST & PAN No 	TSGENCO provisional GST no.- 36AAFCT0257Q3ZT PAN No. - AAFCT0257Q
12.0	Unloading at site	- By BHEL site office for Supply packages. (The Vendor shall furnish LR wise Gross Wt. of the consignment for the purpose of handling the consignment by BHEL site contractor). - By Vendor for Turnkey i.e. Supply and Erection & Commissioning Packages.
	Storage at site	- By BHEL site for Supply packages. - By Vendor for Turnkey i.e. Supply and Erection & Commissioning Packages.
	Movement of Material within Site	- By BHEL site for Supply packages. - By Vendor for Turnkey i.e. Supply and Erection & Commissioning Packages.
13.0	Provision of facilities at Site (Applicable for Turnkey Packages)	Construction Power: Construction Power shall be provided free of cost at one point. Construction Water: Construction water shall be provided free of cost at one point.

Handwritten signature and date
24/09/17

Bharat Heavy Electricals Limited
(A Govt. Of India Undertaking)
POWER SECTOR, PROJECT ENGINEERING MANAGEMENT
Power Project Engg. Institute, Plot No. 25, Sector 16 - A,
HRDI & ESI Complex, NOIDA 201 301 (UP)



14.0	Inspection Agency (Domestic supplies)	Vendor shall give inspection call in line with approved QAP / Customer Hold Points to Regional BHEL-CQS center / Third Party Inspection Agency (TPIA) (as informed by PEM) on "BHEL CQS Website"; with a copy of inspection call to BHEL-PEM for arranging Customer/Third Party participation (wherever applicable), with an advance notice of 15 days for participation in inspection/ Joint inspection on the proposed date. The MDCC shall be issued by customer based on the BHEL-CQS/TPIA report OR Joint inspection report of BHEL CQS/TPIA & Customer (wherever applicable).
	Inspection Agency (Imported supplies)	In case of Imported Supplies advance notice of 30 days for participation in inspection (if applicable, in line with approved QAP / Customer Hold Points) to be given. The Test Certificates & Inspection reports duly accepted by the Foreign Vendor Inspection agency in line with approved QAP/Customer Hold Points shall be submitted to BHEL-PEM, NOIDA. The above Inspection reports & Test certificates shall be reviewed by PEM-Engineering in line with the Technical Specifications & Approved Data sheets and then sent to customer for their clearance. The customer dispatch clearance (MDCC) will be given to the Foreign Vendor or their representative in India through BHEL-PEM after acceptance/clearance of above test certificates by Customer.

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27/09/17

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15.0	Dispatch Documents required (to be furnished by Vendor for payment)	For Dispatch Payment For materials originating from Indian Territory (a). One (1) original and Six (6) copies of the clean rail/lorry receipt. For payment Receipted LR (signed & stamped)/ confirmation from site regarding receipt of packages/ Boxes original / copy. (b). One (1) original and Six (6) copies of signed Invoices (Paying Authority along with TIN No. should be mentioned, for VAT cases Annexure-I to be followed). (c). One (1) original and Seven (7) copies of Challan and Packing List (clearly showing number of packages, gross weight and net weight). (d). Six (6) copies of inspection certificate, if any issued by the customer. (e). Eight (8) copies of Customer/BHEL MDCC. (f). Six (6) copies of Approved Test Certificates if any. (g). Delivery order- Two (2) copies. (h). Guarantee Certificate – One (1) Original + One (1) copy. (i). Insurance Intimation - Two (2) copies. (j). CQIR / Inspection Reports – One (1) Original + One (1) copy. (k). PVC Calculation and copy of all applicable indices, if PVC applicable. – Two (2) copies.
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		For materials originating from non-Indian Territory (a). Three (3) original and Seven (7) copies of clean bill of lading or One (1) clean original Airway Bill & Four (4) copies, in case of air freight. (b). One (1) original and Six (6) copies of signed Invoices (Paying Authority along with TIN No. should be Mentioned). (c). One (1) original and Seven (7) copies of Packing List (clearly showing number of packages, gross weight and net weight). (d). Six (6) copies of certificate of country of origin. (e). Eight (8) copies of Customer/BHEL MDCC. (f). Six (6) copies of inspection certificate, if any, issued by the customer/his authorised representative. (g). Six (6) copies of certificate from the vendor to the effect that drawings and catalogues for customs clearance purpose have been kept with the packages for shipment. (h). Six (6) copies of certificate from the vendor to the effect that the contents in each case are not less than that entered in the invoices and guaranteed as new and as per the relevant technical specifications. (i) Shipping Specification – One (1) copy. (j). Quality Certificate – One (1) copy. (k). Approved Test Certificates if any. - Six (6) copies. (l). Guarantee Certificate – One (1) Original + One (1) copy. (m). Inspection Reports – One (1) Original + One (1) copy. (n). PVC Calculation and copy of all applicable indices, if PVC applicable. – Two (2) copies.
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		For Claiming Dispatch payments (for materials originating from Indian territory), Freight, MRC & Services Payments - refer GCC.
16.0	Material Receipt Certificate (MRC)	For Packages wherever E&C is in the scope of Vendor, The vendor shall arrange Material Receipt Certificate from the project site, duly signed by Customer and BHEL-Site after receipt & physical verification of the material at site. For Supply Packages, Material Receipt Certificate shall be arranged by BHEL-PEM. Vendor to provide copy of receipted LR's to enable BHEL-PEM to obtain MRC from site.
17.0	Taxes & Duties (For Domestic Bidder) 	All bidders/vendors to note that this project is a Non-Mega power Project. However, Essentiality certificate shall be issued by TSGENCO (customer) for availing concessional custom duty under Project Import Regulations. Essentiality certificate shall be issued by TSGENCO through BHEL for the items to be imported by the vendor for specified items, limited to CIF content mentioned in the offer/order, for availing concessional custom duty. The bidder has to indicate in their offer, the import contents (if any) i.e. list of items along with qty., currency of import, country of import & CIF value. Availability of CIF for packages, if any, shall be intimated in NIT. Bidders has to note that in order to derive the total Landed Cost to BHEL, Evaluation shall be done excluding GST quoted by bidders. However, same shall be re-confirmed during techno-commercial evaluation of bids.

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18.0	Taxes & Duties  (For Order Directly to Foreign Bidders)	In case of Order on foreign Vendor, the dispatches shall be on C&F basis and the Taxes Duties in the country of dispatch (origin) shall be borne by Foreign Bidder & to be accounted in the prices quoted to BHEL/PEM/NOIDA. Evaluation shall be done as per provisions of GCC.
19.0	Packing, Identification & marking	- The supplier shall include and provide for securely protecting and packing the materials so as to avoid loss or damage during handling & transport by air, sea, rail and road. - All packing shall allow for easy removal and checking at site. Special precaution shall be taken to prevent rusting of steel and iron parts during transit by sea. Gas seals or other materials shall be adopted by the Contractor for protection against moisture during transit. - The number of each package in a shipment shall be shown in fraction, numerator showing number of the package and the denominator showing total number of packages in a lot / consignment. The packages number shall be generally prepared in the sequence in which they will be required for erection. - Each package delivered under the Contract shall be marked by and at the expense of the supplier and such marking must be distinct and in English language (all previous irrelevant markings being carefully obliterated). Such marking shall show the description and quantity of contents, the name and address of

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consignee, the gross weight and net weight of the package, the name of the Contractor with a distinctive number of mark sufficient for purposes of identification. All markings shall be carried out with such materials as to ensure quickness of drying, fastness and indelibility. Each equipment or parts of equipment shall, when shipped or railed or otherwise dispatched be tagged with reference to the assembly drawings and corresponding part numbers. Each bale or package shall contain a packing note quoting specifically the name of the Contractor, the number and date of contract and the name of the office placing the contract, nomenclature of the stores and include a schedule of parts for each complete equipment giving the part numbers with reference to the assembly drawing and the quantity of each part, drawings nos. and tag numbers.

- Rotor bearings should not be used as a support while packing.
- Besides wherever necessary, packing shall bear a special marking "TOP", "BOTTOM", "DO NOT TURN OVER", "KEEP DRY", "HANDLE WITH CARE" etc.
- All packing cases, containers (excluding marine container), packing and other similar materials shall be new.
- Notwithstanding anything stated in this clause, the Contractor shall be entirely responsible for loss, damage or depreciation or deterioration to the materials & supplies due to faulty and/or insecure packing.
- One copy of respective standard manufacturer's erection instruction/operation instruction manual shall be kept in each package/container for immediate reference.
- Each and every package box shall be marked with the following, as a minimum:

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		(i). Name and address of Consignee : (ii). Project reference : (iii). Contract No.: (iv). Packing No.: (1/10, 2/10, 3/10 when there are 10 packages For one consignment) (v). Net Weight/Gross Weight : (vi). Port of Loading : (vii). Destination Port : Vishakhapatnam Sea Port. (viii). Packing Mark : [symbols indicating "TOP" and other special markings as per (ix). Type of Equipment : "E" (for Equipment supply) "T" (for Tools & Tackles) "S" (for Mandatory Spares) Two copies of packing list should be kept in case/package No. 1 of each consignment of the goods and four copies in each case (three inside the box and one copy in a special packet at the outer side of the Box).
20.0	Commissioning spares	The commissioning spares shall be properly packed separately in separate box and each spare shall be properly tagged giving details (to match the description given in the packing slip) to facilitate their proper identification. Three copies of packing list is to be kept inside the box and one copy in a special packet at the outer side of the Box.

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21.0	Mandatory Spares	The Mandatory spares shall be properly packed separately in separate box indicating Mandatory Spares in bold letters and each spare shall be properly tagged giving details i.e. item number of the equipment in line with the Ultimate Customer Contract & Number per item (to match the description given in the packing slip) to facilitate their proper identification by ultimate customer M/s TSGENCO. Three copies of packing list along with Manufacturing drawing no. Reference, Catalogue reference etc. is to be kept inside the box and one copy in a special packet at the outer side of the Box.		
22.0	Submission of Final Drawing / Documents along with O&M Manual, Type Test Certificates (if any)	As per GCC/ Technical specification/ Kickoff meeting.		
	Prepared By	Checked By	Reviewed By	Approved By
Name:	NAINA SINGH	ANIL KUMAR PAL	ASIF IQBAL QURAISHI	PERMINDER SINGH
Designation:	MANAGER	SR. MANAGER	DGM	AGM / DH
Signature:				
Date:	27/09/17	27/9/17	27/09/17	05/10/17

VENDOR'S CREDENTIALS

PROJECT:

PACKAGE:

VENDOR NAME:

CREDENTIAL BOOKLET

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To be given on Letter head of Bidder

Ref:

Date:

To,

Bharat Heavy Electricals Limited
PEM, PPEI Building,
Plot No 25, Sector -16A
Noida (U.P)-201301

Reference:

Order no-F6/18/2019-PPD dated 23.07.2020 issued by Ministry of Finance.

Tender Enquiry No-.....

Offer No-.....

Name of Package:

Dear Sir,

I have read the clause regarding restriction on procurement from a bidder of a country which shares a land border with India. I hereby certify that Company name, is not from such a country and is eligible to be considered.

Thanking You,

Yours faithfully,

(Company director seal and signature)

Letter head of CA/ Statutory auditor / Cost auditor

Ref:

Date:

To,

Bharat Heavy Electricals Limited

PEM, PPEI Building, Plot No 25,

Sector -16A, Noida (U.P)-201301

Subject: - Certification regarding local content

Reference: Tender Enquiry No-.....

Name of Package:

Dear Sir,

We hereby certify that items of(package name).....for.....(Project Name/Rate Contract).....offered by M/s(bidder's name)..... having its registered works at has local content of%.

Further, M/s(bidder's name)..... meets the requirement of minimum local content in line with clause no..... of NIT no..... dated..... and the Public Procurement (Preference to Make in India), Order 2017 dated-15.06.2017, 28.05.2018 & 29.05.2019.

Thanking You.

For (CA/Cost Firm Name with FRN & Seal)

Chartered/Cost Accountants

(name of Member)

(Membership no.)

(UDIN no.)

INTEGRITY PACT**Between**

Bharat Heavy Electricals Ltd. (BHEL), a company registered under the Companies Act 1956 and having its registered office at "BHEL House", Siri Fort, New Delhi - 110049 (India) hereinafter referred to as "The Principal", which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the ONE PART

and

_____, (description of the party along with address), hereinafter referred to as "The Bidder/ Contractor" which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the OTHER PART

Preamble

The Principal intends to award, under laid-down organizational procedures, contract/s for _____

_____. The Principal values full compliance with all relevant laws of the land, rules and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder(s)/ Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitor(s), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1- Commitments of the Principal

1.1 The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-

1.1.1 No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

1.1.2 The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/ additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

1.1.3 The Principal will exclude from the process all known prejudiced persons.

1.2 If the Principal obtains information on the conduct of any of its employees which is a penal offence under the Indian Penal Code 1860 and Prevention of Corruption Act 1988 or any other statutory penal enactment, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions:

Section 2 - Commitments of the Bidder(s)/ Contractor(s)

- 2.1 The Bidder(s)/ Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
- 2.1.1 The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to the Principal or to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material, immaterial or any other benefit which he/ she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
- 2.1.2 The Bidder(s)/ Contractor(s) will not enter with other Bidder(s) into any illegal or undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 2.1.3 The Bidder(s)/ Contractor(s) will not commit any penal offence under the relevant Indian Penal Code (IPC) and Prevention of Corruption Act; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 2.1.4 Foreign Bidder(s)/ Contractor(s) shall disclose the name and address of agents and representatives in India and Indian Bidder(s)/ Contractor(s) to disclose their foreign principals or associates. The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- 2.2 The Bidder(s)/ Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
- 2.3 The Bidder(s)/ Contractor(s) shall not approach the Courts while representing the matters to IEMs and will await their decision in the matter.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of Section 2 above, or acts in any other manner such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Contractor(s) from the tender process or take action as per the separate "Guidelines on Banning of Business dealings with Suppliers/ Contractors", framed by the Principal.

Section 4 - Compensation for Damages

- 4.1 If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent Earnest Money Deposit/ Bid Security.
- 4.2 If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to

demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/ Performance Bank Guarantee, whichever is higher.

Section 5 - Previous Transgression

- 5.1 The Bidder declares that no previous transgressions occurred in the last 3 years with any other company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- 5.2 If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section 6 - Equal treatment of all Bidders/ Contractors / Sub-contractors

- 6.1 The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors. In case of sub-contracting, the Principal contractor shall be responsible for the adoption of IP by his sub-contractors and shall continue to remain responsible for any default by his sub-contractors.
- 6.2 The Principal will disqualify from the tender process all bidders who do not sign this pact or violate its provisions.

Section 7 - Criminal Charges against violating Bidders/ Contractors /Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8 - Independent External Monitor(s)

- 8.1 The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
- 8.2 The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD, BHEL.
- 8.3 The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all contract documentation of the Principal including that provided by the Bidder(s)/ Contractor(s). The Bidder(s)/ Contractor(s) will grant the monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his contract documentation. The same is applicable to Sub-contractor(s). The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Sub-contractor(s) with confidentiality in line with Non- disclosure agreement.
- 8.4 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the contract provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

- 8.5 The role of IEMs is advisory, would not be legally binding and it is restricted to resolving issues raised by an intending bidder regarding any aspect of the tender which allegedly restricts competition or bias towards some bidders. At the same time, it must be understood that IEMs are not consultants to the Management. Their role is independent in nature and the advice once tendered would not be subject to review at the request of the organization.
- 8.6 For ensuring the desired transparency and objectivity in dealing with the complaints arising out of any tendering process, the matter should be examined by the full panel of IEMs jointly as far as possible, who would look into the records, conduct an investigation, and submit their joint recommendations to the Management.
- 8.7 The IEMs would examine all complaints received by them and give their recommendations/ views to CMD, BHEL, at the earliest. They may also send their report directly to the CVO and the Commission, in case of suspicion of serious irregularities requiring legal/ administrative action. IEMs will tender their advice on the complaints within 10 days as far as possible.
- 8.8 The CMD, BHEL shall decide the compensation to be paid to the Monitor and its terms and conditions.
- 8.9 IEM should examine the process integrity, they are not expected to concern themselves with fixing of responsibility of officers. Complaints alleging mala fide on the part of any officer of the organization should be looked into by the CVO of the concerned organisation.
- 8.10 If the Monitor has reported to the CMD, BHEL, a substantiated suspicion of an offence under relevant Indian Penal Code/ Prevention of Corruption Act, and the CMD, BHEL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
- 8.11 The number of Independent External Monitor(s) shall be decided by the CMD, BHEL.
- 8.12 The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

- 9.1 This Pact shall be operative from the date IP is signed by both the parties till the final completion of contract for successful bidder and for all other bidders 6 months after the contract has been awarded. Issues like warranty / guarantee etc. should be outside the purview of IEMs.
- 9.2 If any claim is made/ lodged during currency of IP, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/ determined by the CMD, BHEL.

Section 10 - Other Provisions

- 10.1 This agreement is subject to Indian Laws and jurisdiction shall be registered office of the Principal, i.e. New Delhi.

- 10.2 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- 10.3 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- 10.4 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- 10.5 Only those bidders / contractors who have entered into this agreement with the Principal would be competent to participate in the bidding. In other words, entering into this agreement would be a preliminary qualification.

For & On behalf of the Principal

(Office Seal)

Place-----

Date-----

Witness:_____

(Name & Address) _____

For & On behalf of the Bidder/

Contractor

(Office Seal)

Witness:_____

(Name & Address) _____
