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**Bharat Heavy Electricals Limited**  
ELECTRONICS DIVISION, MYSURU ROAD  
BENGALURU - 560026

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**Tender Ref. No. C&PR/PV/2021-23**  
**Dated: 09<sup>th</sup> August 2021**

**TWO-YEAR FRAMEWORK AGREEMENT FOR PHOTOGRAPHY, VIDEOGRAPHY, LIVE STREAMING, DRONE FACILITY & ALLIED SERVICES IN ELECTRONICS DIVISION AND ELECTRONICS SYSTEMS DIVISION, BENGALURU**

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**GENERAL INFORMATION:**

BHEL is one of India's largest engineering and manufacturing enterprises in the energy and infrastructure sectors and a leading power equipment manufacturer, globally.

BHEL – Electronics Division (EDN), one of the manufacturing units of BHEL, invites vendors **(having establishment in Bengaluru city)** to participate in a two part competitive bid for entering into a Rate Contract for Photography, Videography, Live Streaming, Drone Facility & Allied Services. The period of rate contract will be two years from the date of work order.

**Last date for submission of tender:**

**1300 Hrs on 23.08.2021**

**Date and Time of opening the Techno-Commercial Bid: 1330 Hrs on 23.08.2021**

**Tender Documents:** The tender document can be downloaded from the websites [www.bhel.com](http://www.bhel.com) or <http://eprocure.gov.in>.

You are required to read the tender document completely before filling up the same. Your offer should be fully compliant to the requirements which are spelt out in the enclosed **Annexures – I to VIII.**

## **INSTRUCTIONS TO BIDDERS:**

**The tender document is in two parts:**

- 1. Part-A (Techno-Commercial Bid)**
- 2. Part-B (Price bid)**

Bidders shall fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign in each and every page of the tender document along with relevant enclosures/attachments before submitting of tenders.

All entries in tender documents should be without Erasing and over-writing. All cancellation and insertion should be duly signed by bidder concerned with proper indication of the name, designation and address of the person signing.

The local address of the Office, name of the person to whom all the correspondence are to be addressed should be indicated, with mobile/telephone number and E-mail addresses.

**Your complete offer, as per details given in Annexure-VIII, superscribed with “Offer for Photography, Videography, Live Streaming, Drone Facility & Allied Services” should be dropped in the slot marked as C&PR (Box No.10) in the tender box kept in the Reception Area at BHEL, Electronics Division, Mysuru Road, Bengaluru 560026, on or before 1300 Hrs on 23.08.2021 and should be addressed to:**

Shri M Mukundan  
AGM (C&PR/T)  
BHARAT HEAVY ELECTRICALS LIMITED  
Electronics Division  
PB No.2606, Mysuru Road  
Bengaluru – 560026

**Part A (Techno-Commercial Bid) shall be opened at 1330 Hrs on the same day i.e. 23.08.2021** at the above Office address. All qualified bidders shall be intimated about opening of Part B (Price Bid) on a subsequent date and the bids shall be opened in the presence of the bidders, who may like to be present. Bidders are required to submit one price bid only. If more than one price bid is submitted, the same is liable to be rejected.

**NOTE :** Offers received without EMD are liable for rejection.

## **PART – A: TECHNO-COMMERCIAL BID**

Annexure – I

### **INFORMATION ON BIDDERS' / ASSOCIATES' INFRASTRUCTURE**

Sl. No.	Particulars	Details / Remarks
1	Name and Postal Address of the Office	
2	<b>Details of Contact persons:</b> a. Name b. Telephone No. c. Mobile No. d. Email ID	
3	<b>Type of Business:</b> Proprietary/ Partnership/ Private Limited Company/ Limited Company (Please Enclose proof of the same)	
4	Name and address of proprietor/ partner(s)/ major shareholders	
5	Whether any of the relatives of owners are presently on the rolls of BHEL/have retired from the rolls of BHEL. If yes, please give name and other details.	
6	<b>Self-declaration of Financial Turnover for past 3 years:</b> a. FY 2017-18 b. FY 2018-19 c. FY 2019-20	Documents to be submitted along with Techno-Commercial Bid (As 'a' below)
7	List of Companies with whom similar rate contracts/ assignments have been executed in last 3 years along with name of clients and contract value (copies of Purchase/Release orders to be attached)	To be submitted along with Techno-Commercial Bid (As 'b' below)
8	Details of Manpower	To be submitted along with Techno-Commercial Bid (As 'c' below)
9	Details of infrastructure and Photography & Videography equipment possessed by you	To be attached along with Techno-Commercial Bid (As 'd' below)
10	Delivery of photographs/albums/CDs/DVDs should be made at our office situated at Electronics Division, Mysuru Road, Bengaluru and Electronic Systems Division, Electronics City, Hosur Road. Kindly confirm by ticking Yes or No.	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Documents required to be submitted along with the Techno-Commercial Bid as applicable:**

**a. Financial Documents**

1. Copy of PAN card
2. Goods & Service Tax Registration Certificate (if Taxable Services billing is more than Rs. 20,00,000/ annum)
3. Income Tax Returns for last Three years
4. Self-declaration of annual turnover for the last three years
5. The bidders are required to fill the attached NEFT form duly endorsed by their banker. A cancelled cheque should also be enclosed with the filled in NEFT format.

**b. List of Jobs Executed** during the last 3 (Three) years with Certificate/Copies of contracts

**c. Details of Manpower: Number as per break up given below may be filled.**

1. Photographer
2. Videographer
3. Delivery boy
4. Technical Staff

**d. Details of Infrastructure and Equipment (To be submitted as per break up given below:**

**1. Technical Specifications for Photography Coverage:**

**DSLR Bodies:** (Min 20 MP with 35mm Full Frame Sensor) – camera must also be capable of shooting 1080p video with full controls at 25fps in case of an emergency, enabled with Wi-Fi capabilities for immediate photo transfer.

Any of the following:

- (i) Canon 70D/80D/7D Mark II OR any newer equivalent make.
- (ii) Full frame older cameras like Canon 5D Mark II/6D/Nikon D700 etc. OR any newer equivalent make.
- (iii) Nikon D700/D7000/D7100/ D7200/D300/D300s/D500 OR any newer equivalent make.
- (iv) Sony A6500/A6300/A58/A77/A99 OR any newer equivalent make.
- (v) Fujifilm XT series OR any other equivalent make after 2018.

**2. Technical Specifications for Videography:**

1. **Professional Video Camera** of make Sony/Canon/Panasonic to be able to record 4K at 30 fps with professional audio inputs (XLR or equivalent) with fixed/interchangeable high quality lens/lenses & Tripod with movie head.
2. **Professional field audio recorder** with 3.5 mm/ ¼ inch/XLR input capabilities.
3. **Adequate LED lighting** panels for indoor spaces.
4. **3-axis motorised stabilizer** (Gimbal) with payload of professional/prosumer video camera.
5. **Wireless lavalier microphone**

3. **Technical Specifications for Drone Photography & Videography:**

1. Semi-professional camera drone with 4K (30 p) recording facility with minimum 20 mins flight time.
2. 12 MP 1/2.3" CMOS sensor capable of producing DNG/RAW files with certified operator.

**Outputs Required:** unedited 4K footage with suitable exposure & Min. 12 MP images in DNG/raw format with suitable exposure.

4. **LIVE Stream-Technical Specifications:**

1. Professional grade video/ hybrid camera with unlimited recording with HDMI/SDI slot (audio-video switcher with SDI input required in case of SDI out from camera)
2. Professional grade tripod.
3. Suitable LED lights with modifiers and stands
4. Stereo quality lavalier microphone
5. Capture card or capture device (4K)
6. Suitable professional grade laptop with encoder software (free or licensed) – e.g. OBS studio OR Hardware encoder e.g. Live U Solo HDMI or equivalent with high speed internet connection/ modem facility
7. Adequate technical staff equipped to handle scope of work

## **SCOPE OF WORK/ REQUIREMENT**

(Not limiting but conforming to scope given here)

### **1. Work Description:**

- 1.1 You will be required to take photographs of function/equipment at our factory premises at Mysuru Road. Bengaluru and ESD, Electronics city, Hosur Road, Bengaluru or any other location specified by us.
- 1.2 You will be intimated about the photographic assignment on telephone one day in advance. However, in case of urgent requirement, the same will be communicated to you and you will be required to arrange for photographic coverage at short notice also.
- 1.3 Quality of all the assignments should be of high order. Supply of poor quality outputs shall be summarily rejected and the same will have to be made good at no extra cost.
- 1.4 All photographs/albums/CDs/DVDs should be delivered at our office with Delivery Challans having proper security entry at BHEL Material Gate within two days from the date of photography. However, photographs taken during VIP visits and other important events should be delivered on the same day.
- 1.5 The CD/DVD should be handed over along with the prints with necessary *titling*.
- 1.6 You will be required to bring special equipment on special occasions. (lighting, umbrella, etc.)

### **2. Period of Rate Contract:**

Rate Contract will be for a period of **two years from the date of entering into contract**

**Annexure – III**

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**Bharat Heavy Electricals Limited**  
Electronics Division, Bengaluru

### **ESSENTIAL CRITERIA**

1. Bidder should have Office within the vicinity of Bengaluru with minimum staff as detailed below:
  - 1.1 Photographer - I
  - 1.2 Videographer - I
  - 1.3 Delivery boy - I
  - 1.4 Technical Staff - I
2. Photo/Video Editing Software's:
  - (a) Adobe Photoshop CC/ Affinity Photo or equivalent.
  - (b) Adobe Photoshop Lightroom CC / Skylum Luminar / ON1 Photo Raw / Capture One Pro / DXO Photo Lab
  - (c) Final Cut Pro X / Adobe Premier Pro CC / Edius 7 / DaVinci Resolve 5 or equivalent.
3. Experience of having successfully completed similar contracts/assignments during last three years from the date of tender notice, similar assignment means Photography & Videography services.
4. The bidder should furnish Corporate Clients list/performance certificate for the last three years. List of jobs completed before submitting of the tender only should be included.
5. Self-declared Financial Turnover reports for past 3 years
  - 5.1 FY 2017-18
  - 5.2 FY 2018-19
  - 5.3 FY 2019-20
6. Average Annual Turnover should be equal to or more than Rs.1,50,000/- (Rupees one Lakh and Fifty Thousand only)-Average Annual financial turnover during the last 3 years ending 31st March of the previous financial year.
7. The experience of having successfully completed similar job contracts (Similar job contracts shall mean Photography, Videography, live streaming services and associated/related jobs) awarded by Public Sector Undertakings/Central Ministries/State Ministries/Listed or Reputed Private Companies during the last 3 years ending on **31.03.2021** should be furnished

**Note: Offers of the bidders not meeting the above requirements are liable to be rejected.**

**Annexure-IV**

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**Bharat Heavy Electricals Limited**  
Electronics Division, Bengaluru



## **TERMS AND CONDITIONS**

### **1. SUBMISSION OF OFFER:**

- 1.1** Your offer should be complete in all respects as explained in the **Annexure-VII**.
- 1.2** The Price quoted should be firm and inclusive of taxes.
- 1.3** Offers should be either typed or written legibly in English. Alterations / over-writings, if any, in the tender should be attested by the person signing the tender. Tenders with alterations, etc., not authenticated above are liable for rejection.
- 1.4** **Bidders are required to submit one price bid only. If more than one price bid is submitted, the same is liable to be rejected.**

### **2. PRICE:**

- 2.1** Price to be filled-in as per the Price Proforma only, enclosed as **Annexure-VI**. Change in Proforma is not allowed. Price bids submitted in non-standard format / proforma invoice, etc. are liable to be rejected.
- 2.2** Price to be given in words as well as in figures without any corrections / over-writing. Care should be taken to ensure that the amount in words and figures match with each other.
- 2.3** In case of any mismatch between the prices quoted in figures and words, lower of the two will be considered and shall be binding on the bidder.
- 2.4** If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
- 2.5** Unit price for each item (inclusive of taxes) to be quoted separately in the Price Proforma.
- 2.6** Rates quoted will remain firm during the period of contract. No request for increase in prices will be entertained during this period.
- 2.7** The contract shall be entered into for a period of **Two years**.

### **3. EARNEST MONEY DEPOSIT (EMD):**

Offer must be accompanied with a DD / Pay Order for Rs. 2,000/- (Two thousand only) drawn in favour of Bharat Heavy Electricals Limited, Electronics Division, payable at Bengaluru, towards EMD. **Offers received without EMD are liable to be rejected.** EMD will be returned to the unsuccessful bidders within two weeks' time of placement of order on successful bidder. EMD of the successful bidder would be retained till completion of the job and final settlement of the bills. Bidders may please note that EMD carries NO INTEREST. EMD shall be forfeited, if after opening of the tender, the bidder revokes his bid within the validity period or increases his earlier quoted price.

### **PROVISIONS FOR MICRO AND SMALL ENTERPRISES (MSEs)**

Any Bidder falling under MSE category, shall furnish the following details & submit documentary evidence/ Govt. Certificate etc. in support of the same along with their offer.

Type under MSE	SC/ST owned	Women owned	Others
Micro			
Small			

**Note: - If the bidder does not furnish the above, offer shall be processed construing that the bidder is not falling under MSE category.**

(i) MSE suppliers / bidders can avail the intended benefits only if they submit along with the offer, attested copies of either Udyog Aadhaar or EM-II certificate having deemed validity (five years from the date of issue of acknowledgement in EM-II) or valid NSIC certificate or EM-II certificate along with attested copy of a CA certificate (format enclosed in the tender) where deemed validity of EM-II certificate of five years has expired applicable for the last audited financial year. Date to be reckoned for determining the deemed validity will be the last date of Bid submission. Non submission of such documents will lead to consideration of their bids at par with other bidders. No benefits shall be applicable for this enquiry if the above required documents are not submitted along with offer.

(ii) In case of any change in the MSE status of the Bidder, it shall be the responsibility of the Bidder to notify the change as a part of the Bid document. If at a later date it comes to the knowledge of BHEL, that the change in the status has not been intimated by the Bidder and the order is obtained under the premise of an MSE then BHEL would cancel the pending order against this tender and take necessary steps for suspension of the business dealing with the Bidder as per the procurement policy of BHEL.

(iii) However, credentials of all MSE suppliers / bidders will be verified before considering the intended benefits for MSE suppliers at the time of tender evaluation.

(iv) Start-ups who are also registered as MSEs and wish to avail the benefits as applicable to MSE, shall submit relevant documents covered under Conditions for Micro and Small Enterprises elsewhere in this tender.

**(v) MSE bidders will get the intended benefits as per the Public Procurement Policy 2012 for MSE & its Amendment 2018.**

#### **4. SECURITY DEPOSIT (SD):**

The successful bidder shall be required to furnish security deposit of Rs.2,000/- (Two Thousand only) within 3 days from the date of placement of order by way of demand draft in favour of Bharat Heavy Electricals Limited, Electronics Division, payable at Bengaluru. On request, the EMD amount can be adjusted against the Security Deposit. SD amount will remain with BHEL-EDN till the completion of contract and final settlement of bills and shall be returned thereafter. Security Deposit can also be submitted in the form of Bank Guarantee from the Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee Format should have approval of BHEL-EDN.

Bidders to note that Security Deposit amount carries **NO INTEREST**. Security deposit shall be forfeited in case successful bidder supplies inferior quality of material or due to delayed supply or non-fulfilment of conditions of the order.

#### **5. VALIDITY OF OFFER:**

Your offer should remain valid for a period of minimum 3 (Three) months from the date of opening of the tender for our acceptance.

## 6. EVALUATION OF THE OFFERS/ SELECTION PROCESS:

6.1 Evaluation of the Techno-Commercial offers would be done by a Tender Committee as per the details provided in **Annexure-III**.

6.1.1 Infrastructure facilities

6.1.2 Past work experience and quality of work of supplies made to their clients

6.1.3 Conformity with respect to SCOPE OF WORK

### 6.2 The Selection Process

6.2.1 The Part "A" (Techno-Commercial Bid) will be opened first to ascertain adherence to the tender requirements.

6.2.2 The acceptable bidders will be short-listed by the committee and the Part 'B' (Price Bid) of only technically acceptable bidders will be opened.

### 6.3 Evaluation of Price Bid:

As price for every item is to be quoted separately, price bid evaluation will be done taking into account the approximate annual requirement as indicated below and by calculating total cost to company based on the same. (Items with negligible requirement have not been indicated and will not be taken into account for evaluation.)

Sl. No	Description	Unit	Total Requirement
<b>1.0</b>	<b>Digital Photography at factory premises (including Cost of CD/DVD):</b>		
1.1	Half Day Assignment (i.e., up to four hours coverage time) including conveyance for assignment and delivery of photo prints & CD/DVD	Nos	200
1.2	Full Day Assignment (i.e., more than four hours coverage time) including conveyance for assignment and delivery of photo prints & CD/DVD	Nos	50
1.3	Additional charges per hour (Applicable only for ½ day assignment)	Nos	50
<b>2.0</b>	<b>Printing of Colour Photographs (Size in Inches</b>		
2.1	4 x 6 Print	Nos	4200
2.2	5 x 7 Print	Nos	200
2.3	8 x 12 Print	Nos	30
<b>3.0</b>	<b>Printing of Colour Passport size Photographs</b>		
3.1	First set (4 Nos. in a set)	Nos	20
3.2	Extra set (4 Nos. in a set)	Nos	10
<b>4.0</b>	<b>Lamination and Mounting</b>		
4.1	Photo Printing, Lamination and Mounting on 8mm wooden board with stand as well as provision for hanging of Mounted frame (Rate per square inch to be quoted)	Square Inch	1500
<b>5.0</b>	<b>Supply of Albums (Size of Photographs in inches)</b>		
5.1	Album for 40 photos of size 4" x 6"	Nos	30
5.2	Album for 80 photos of size 4" x 6"	Nos	5
5.3	Album for 48 photos of size 5" x 7"	Nos	10
5.4	Auto stick Album for inserting 300 photos of size 4" x 6"	Nos	5
5.5	Extra sheets for Auto stick Album	Nos	10

<b>6.0</b>	<b>Videography:</b>		
6.1	Assignment charges for Digital Video Recording (Full HD output including editing, inserting caption & colour correction) Half Day - Upto 4 Hrs, including conveyance for videography assignment and delivery of DVD (Specifications enclosed)	Nos	14
6.2	Additional charges per hours for Video coverage (rate per extra hour to be quoted)	Nos	5
6.3	Drone Photography & Videography (Half Day - Upto 4 Hrs) required as per specifications (Enclosed)	Nos	4
6.4	Additional charges per hours for Drone Photography and Videography (rate per extra hour to be quoted)	Nos	4
6.5	Live Streaming Half Day - Upto 4 Hrs (Specifications enclosed)	Nos	4
6.6	Additional charges per hours for Live Streaming	Nos	4
<b>7.0</b>	<b>Charges for usage of special equipment</b>		
7.1	Additional charges for special lens cameras, extra lighting and umbrella for taking group photographs etc. (Rate per assignment)	Nos	5
<b>8.0</b>	<b>Conveyance charges</b> (in case of photo/video coverage other than BHEL-EDN, Mysuru road)		
8.1	To City center	Nos	10
8.2	To Electronic city	Nos	20

### **Special Condition:**

Bidders are required to study the prevailing Market trend of raw materials/labourers/other relevant requirement before quoting and submit the competitive price.

### **Note:**

**It is mandatory to quote for the entire scope of work. Incomplete offers shall not be considered for evaluation purpose.**

## **7. AWARD OF WORK:**

- 7.1 The award of work shall be based on the lowest Total Amount quoted in the Price Proforma (**Annexure-VI**) i.e., Total Amount including all taxes, in Part "B" of the offer as detailed in 7.3 above. However, BHEL reserves the right to negotiate with L1 party and L1 rates shall be counter offered to L2 and L3 bidders for distribution of work till a total of two parties (inclusive of lowest bidder) are available for finalisation of the contract.
- 7.2 Notwithstanding anything contained in this tender enquiry, BHEL-EDN reserves the right to split the work within two bidders in its own interest. BHEL-EDN also reserves the right to cancel / scrap the tender without assigning any reason whatsoever.

## **8. PERCENTAGE SHARING OF WORK BETWEEN SUCCESSFUL BIDDERS:**

- 8.1 Rate contract will be entered into with two parties. L1 bidder shall be given 60% and L2 bidder (subject to acceptance for L1 rates) shall be given 40% of the share of the business volume.

- 8.2 In case two parties having quoted the same L1 rate, 50% share of the total business volume will be shared between the two L1 parties and the rate will not be counter offered to L2 parties.
- 8.3 In case of only one party quoting L1 rate and two parties having quoted the same L2 rate, 20% share of the total business volume will be shared between the two L2 parties at the accepted L1 rates.
- 8.4 In case, none of the parties accepts the L1 price, the lowest bidder shall be offered 100% business volume.

#### **9. RISK PURCHASE:**

- 9.1 BHEL-EDN at its option will be entitled to terminate the contract and get the job executed through another vendor at the risk and cost of the bidder either the whole of the goods or part thereof which the vendor has failed to deliver or commission or provide within the stipulated time as aforesaid or if the same are not available, with the best and the nearest available substitute thereof.
- 9.2 The bidder shall be liable for any loss which BHEL-EDN may sustain by way of such Risk Purchases.

#### **10. ARBITRATION:**

All disputes between the parties to the contract arising out of, or in relation to the contract, other than those for which the decision of the officer or any other person is by the contract expressed to be final and conclusive, shall after written notice by either party to the contract to the other party, be referred to sole arbitration of the Additional General Manager or his nominee. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Reconciliation Act, 1996. The parties to the contract understand and agree that it will be no objection that the Additional General Manager or the person nominated as Arbitrator had earlier in his official capacity to deal directly or indirectly with the matters to which the contract relates or that in the course of his official duties had expressed views on all or any of the matters in dispute or difference. The award of the Arbitrator shall be final and binding on the parties to this contract. In the event of the Arbitrator dying, neglecting or refusing to act or resigning or being unable to act for any reason or his award being set aside by

the Court for any reason, it shall be lawful for the Additional General Manager or his successor, as the case may be, either to act himself as the Arbitrator or to appoint another Arbitrator in place of the outgoing Arbitrator in the manner aforesaid. The Arbitrator may, from time to time, with the consent of both the parties to the contract, enlarge the time for making the award. Work under the contract shall be continued during the arbitration proceedings. The venue of the arbitration shall be the place from which the contract is issued or such other place as the Arbitrator at his discretion may determine.

#### **11. PAYMENTS:**

Payment will be made within 30 days' time from the date of satisfactory completion of the job in conformity to the scope of work and receipt of bills, whichever is later.

## 12. Goods and Services Tax (GST):

- 12.1 BHEL EDN GSTIN number is **29AAACB4146P1ZB**. All invoices from supplier / service provider to contain BHEL GSTIN No.
- 12.2 The Bidder shall mention Bidder's GSTIN number in all quotations and Invoices submitted.
- 12.3 The Bidder shall also mention:
- (i) For goods supply - HSN (Harmonised System of Nomenclature) /
  - (ii) For services - SAC (Services Accounting Code) mandatorily in all invoices submitted
- 12.4 Invoice submitted should be in the format as specified under GST Laws viz. all details as mentioned in Invoice Rules like GSTIN registration number, invoice number, quantity, rate, value, taxes with nomenclature – CGST, SGST, UGST, IGST mentioned separately, HSN Code / SAC Code etc. Payment of GST to Bidder will be made only if PO / invoice data is matching with data uploaded by the Bidder.  
For invoices where GST is payable on Reverse charge basis – “Tax payable on reverse charge basis” to be mandatorily mentioned on the invoice.
- 12.5 TDS as per GST/Income Tax act shall be applicable
- 12.6 In case GST credit is delayed/denied to BHEL due to non/delayed receipt of goods and/or tax invoice or expiry of timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount will be recoverable from vendor along with interest levied / leviable on BHEL.
- 12.7 In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law will be recoverable from vendor/contractor along with interest levied/ leviable on BHEL.
- 12.8 The bidder to provide their GSTIN. (Copy to be enclosed). If not registered under GST, undertaking to be submitted that they will register and furnish copy of certificate if applicable, before submitting the first bill.
- 12.9 Any changes in taxes and duties after award of the contract will not be considered except such are those, which are imposed by govt., notification within the contract period after placement of PO.

## 13. EFFECT AND JURISDICTION OF CONTRACT:

The law applicable to this contract shall be the laws enforced in India. The courts in Bengaluru, India, shall have exclusive jurisdiction in all matters arising under and on account of this contract.

## 14. TAXES:

It is mandatory to comply with Rules of applicable GST for the required services.

### Note:

**Your offer is subject to the terms & conditions**, as laid in the **Annexure-IV**, and a duly signed copy for acceptance of the same shall form part of your offer, to be submitted along with Part 'A' (Techno-Commercial Bid).

**All information in the Tender Document is meant for only your reference and not for sharing, unless and otherwise, authorized by BHEL-EDN in writing. Please ensure compliance.**

**Offers not fulfilling any of the above conditions are liable for rejection.**

**BHEL reserves the right to use information provided by bidders for registering them with BHEL as vendors.**



**PART – B: PRICE BID**

Sl No	Description	Quoted Rate (Unit Rate)	
		In figures (Rs)	In words
<b>1.0</b>	<b>Digital Photography at factory premises (including Cost of CD/DVD):</b>		
1.1	Half Day Assignment (i.e., up to four hours coverage time) including conveyance for assignment and delivery of photo prints & CD/DVD		
1.2	Full Day Assignment (i.e., more than four hours coverage time) including conveyance for assignment and delivery of photo prints & CD/DVD		
1.3	Additional charges per hour (Applicable only for ½ day assignment)		
<b>2.0</b>	<b>Printing of Colour Photographs (Size in Inches)</b>		
2.1	4 x 6 Print		
2.2	5 x 7 Print		
2.3	8 x 12 Print		
<b>3.0</b>	<b>Printing of Colour Passport size Photographs</b>		
3.1	First set (4 Nos. in a set)		
3.2	Extra set (4 Nos. in a set)		
<b>4.0</b>	<b>Mounting and Lamination of Photographs:</b>		
4.1	Photo Printing, Lamination and Mounting on 8mm wooden board with stand as well as provision for hanging of Mounted frame <b>(Rate per square inch to be quoted)</b>		
<b>5.0</b>	<b>Supply of Albums (Size of Photographs in inches)</b>		
5.1	Album for 40 photos of size 4" x 6"		
5.2	Album for 80 photos of size 4" x 6"		
5.3	Album for 48 photos of size 5" x 7"		
5.4	Auto stick Album for inserting 300 photos of size 4" x 6"		
5.5	Extra sheets for Auto stick Album		
<b>6.0</b>	<b>Videography:</b>		
6.1	Assignment charges for Digital Video Recording (Full HD output including editing, inserting caption & colour correction) Half Day - Upto 4 Hrs, including conveyance for videography assignment and delivery of DVD (Specifications enclosed)		
6.2	Additional charges per hours for Video coverage (rate per extra hour to be quoted)		
6.3	Drone Photography & Videography (Half Day - Upto 4 Hrs) required as per specifications (Enclosed)		
6.4	Additional charges per hours for Drone Photography and Videography (rate per extra hour to be quoted)		
6.5	Live Streaming Half Day - Upto 4 Hrs (Specifications enclosed)		
6.6	Additional charges per hours for Live Streaming		
<b>7.0</b>	<b>Charges for usage of special equipment</b>		
7.1	Additional charges for special lens cameras, extra lighting and umbrella for taking group photographs etc. (Rate per assignment)		
<b>8.0</b>	<b>Conveyance charges (in case of photo/video coverage other than BHEL-EDN, Mysore road)</b>		
8.1	To City center		
8.2	To Electronic city		
	<b>Note: Rates Quoted shall be exclusive of GST</b>		

Note: Price Proforma to have prices only. Any comments / deviations in this Part except discount shall be treated as Null & Void. No claim whatsoever in this regard shall be entertained.

SIGNATURE WITH SEAL



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**Bharat Heavy Electricals Limited**  
Electronics Division, Bengaluru

**SUBMISSION OF OFFER**

Your offer has to be submitted in **two parts** as follows:

**i) Part “A” (TECHNO-COMMERCIAL BID)**

Envelope superscribed with “Part A”, **should contain the following:**

- a) Check-list as per **Annexure-VIII**.
- b) Earnest Money Deposit (EMD) as given in Clause 4.0 of Terms and Conditions (**Annexure-IV**).
- c) **Acceptance of the enclosed BHEL “Terms and Conditions” (Annexure-IV) and Conformity to “Scope of Work” (Annexure-II) by way of signing and affixing rubber stamp on each page of the referred Annexure.**
- d) Information on Bidder’s Infrastructure as per **Annexure-I along with the supporting Documents**.
- e) Duly filled NEFT form (**Annexure-VII**) with seal & signature of the banker and a cancelled cheque.
- f) The empty price bid duly filled with “Quoted / Not Quoted” (without indicating price) with seal and signature.

**ii) Part “B” (PRICE BID)**

Envelope duly sealed and superscribed with “Part B” (**PRICE BID**) should contain the Price Bid in Price Proforma enclosed as **Annexure-V**.

**Note:** Part “B” to have prices only. Any comments / deviations in this Part except discount shall be treated as Null & Void. No claim whatsoever in this regard shall be entertained.

**iii) Both the Parts of the offer, Part A and B in individual sealed covers, to be placed in another sealed envelope, duly superscribed with:**

1. Contract for photography & videography services to BHEL
2. Due date and time of submission of offers.
3. Name and address of the bidder.
4. BHEL address as given on page 3 of the tender



**NEFT Form**Please Fill up the form in **CAPITAL LETTERS** only.TYPE OF REQUEST(Tick one): ☐ CREATE ☐ CHANGE

BHEL Vendor / Supplier Code:				
Company Name :				
Permanent Account Number(PAN):				
Address				
City: _____	PINCODE	_____	STATE	_____
Contact Person(s)				
Telephone No:				
Fax No:				
e-mail id:				

1 Bank Name:		
2 Bank Address:		
3 Bank Telephone No:		
4 Bank Account No:		
5 Account Type: Savings/Cash Credit		
6 9 Digit Code Number of Bank and branch appearing on MICR cheque issued by Bank		
7 Bank swift Code(applicable for EFT only)		
8 Bank IFSC code(applicable for RTGS)		
9 Bank IFSC code(applicable for NEFT)		

- A I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorise BHEL, EDN, Bengaluru to electronically deposit payments to the designated bank account.
- B If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL / transferring Bank responsible.
- C This authority remains in full force until BHEL, EDN, Bengaluru receives written notification requesting a change or cancellation.
- D I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS / EFT.

Date:

Authorised Signatory:

Designation:

Company Seal

Telephone NO. with STD Code

**Bank Certificate**

We certify that \_\_\_\_\_ has an Account No \_\_\_\_\_ with us and we confirm that the bank details given above are correct as per our records.

Date:

(.....)

Place:

Signature

Please return completed form along with a blank cancelled cheque or photocopy thereof to:

Bharath Heavy Electricals Ltd,

Attn:

Electronics Division, Mysuru Road,

BENGALURU - 560 026



**Check-list**

S.No.	Description /Item	Enclosed
1.	Information about vendor's Infrastructure in Proforma supplied as <b>Annexure- I</b>	Yes/No
2.	Signed Copy of " <b>Scope of Work</b> " ( <b>Annexure-II</b> )	Yes/No
3.	Copy of the signed BHEL " <b>Terms &amp; Conditions</b> " ( <b>Annexures-IV</b> )	Yes/No
4.	Earnest Money Deposit(Demand Draft)/Auditor certificate in case of MSE	Yes/No
5.	Copy of PAN Card	Yes/No
6.	All the pages of <b>Techno-Commercial Bid</b> as well as <b>Price bid</b> duly signed by the bidder along with company's seal	Yes/No
7.	Techno-Commercial Bid along with this check-list sealed in a separate envelope superscribed – " <b>Part A</b> "	Yes/No
8.	Price Bid without any comments / deviations sealed in a separate envelope superscribed – " <b>Part B</b> "	Yes/No
9.	Duly filled NEFT form ( <b>Annexure-VII</b> ) with seal & signature of the banker and a cancelled cheque	Yes/No
10.	Part 'A', Part 'B' and all other required documents are put in single sealed envelope (with description of tender)	Yes/No