



DUE DATE : 16.07.2012 (2 p.m)

Enquiry No. : PW/CPA/515/Vending

Subject: Tender enquiry for Rate Contract for tea/coffee vending machine.

Dear Sirs,

We are pleased to invite your offer in two parts in sealed covers for the under mentioned services.

S.No.	Description for which rate contract desired.	Expected quantity for reference	Delivery period
1	Refer PQR, Scope of work ,common terms & conditions for detailed description	Rate contract for tea/coffee vending machines	15 days within the placement of PO.

Your best quotation /offer for the above requirement, in line with our terms & condition, should either be delivered in person or sent by courier/registered post, to the official inviting tender(s). It shall be the responsibility of the bidder to ensure that the tender is delivered on or before the due date by 2 p.m. Part-1 bid shall be opened at 3 p.m. on the due date in the presence of authorized representatives of the bidders, who may like to be present. Contract shall be further extendable after review by BHEL after the one year period.

Payment terms - Month wise payment at the end of each month.
Penalty - As per the penalty clause.

Tender is also uploaded on BHEL Website www.bhel.com and www.bhelpem.com. Due date shall not be extended.



Please reply to :
BHEL, PS-PEM
PPEI Building,
Plot No.25, Sector 16-A
Noida (U.P.)

फोन Phone : 0120-4213579
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :
बीएचईएल हाउस,
सिरीफोर्ट,
नई दिल्ली 110049

Regd. Office :
BHEL House,
Siri Fort,
New Delhi - 110049

परियोजना इंजीनियरिंग
प्रबन्धन
Project Engineering
Management

भारत हेवी इलेक्ट्रिकल्स लिमिटेड
(भारत सरकार का उपक्रम)
Bharat Heavy Electricals Limited
(A Govt. of India Undertaking)



DUE DATE : 16.07.2012(2 p.m)

Enquiry No.: PW/CPA/515/Vending

TERMS & CONDITIONS

1. Enquiry No., due date etc. must be legibly super scribed on the sealed envelopes.
2. Offers should be submitted in two parts in two separate sealed covers as follows:

Part-I: TECHNO-COMMERCIAL BID

Part-II: PRICE BID

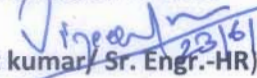
3. Bidder shall submit their offers meeting the requirements of the tender documents (enclosed) and other terms conditions included in the enquiry letter. All the above tender document shall automatically become a part of the order/contract after its finalization.
4. Tender shall be submitted strictly in accordance with the requirements of the above tender documents.
6. Offer shall remain valid for three months from bid opening.
7. Unsolicited fresh/revised price bids shall not be entertained.
8. Purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject any/ all tender(s) in part or full without assigning any reason whatsoever.
9. Purchaser reserves the right to split up the scope of the tender enquiry and place the orders for different scope /items with different bidders and also increase or decrease the quantity.
10. Late tenders are liable to be rejected.
11. Tenders and all correspondence thereof shall be addressed to the undersigned by name & designation and sent at the following address:

M/s Bharat Heavy Electricals Ltd.,
Project Engineering Management,
Power Project Engineering Institute,
HRDI & ESI Complex,
Plot No. 25, Sector-16A, Noida-201301 (U.P)

Kind Attn: Sh Vineet Kumar/ Sr. Engr. (HR-GAX)
Ph 0120-4329085, Fax 0120-4329025
Or Sh Talebul Hasan/Asstt. Engr. (HR-GAX)
Ph 0120-4213579, 9716704922

Yours faithfully

For and on behalf of BHEL


(Vineet kumar/ Sr. Engr.-HR)

Encl:

- a) Annexure-A (Terms & condition including PQR)
- b) Annexure-B (Price format)



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Regd. Office :
BHEL House,
Siri Fort,
New Delhi - 110049

**BHARAT HEAVY ELECTRICALS LIMITED
POWER SECTOR – PEM, PPEI BUILDING
PLOT No. 25, SECTOR 16 A, NOIDA - 201301**



**TENDER DOCUMENTS
FOR
RATE CONTRACT FOR TEA/COFFEE VENDING MACHINES**

Tender Ref. No.: PW/CPA/515-Vending

Dt.: 23.06.2012

CONTENTS

1. Terms & Conditions : Annexure "A"
2. Price Format : Annexure "B"

Last date for Submission: 16.07.2012 (2 PM)

Terms and Conditions**1. Scope of Work**

1.1 Six nos. Tea/Coffee vending machines with four options are to be installed at PEM (PPEI Building - 3 nos., Civil Block - 1 no., MPL Block - 1 no., Electrical Block - 1 no.). Average requirement will be 600 - 700 cups per day approximately.

1.2 Consumables for these machines as per requirement are also to be provided by the contractor.

1.3 One operator is to be provided by the Contractor, who will be available for duty on all working days for all the Vending Machines as per timings of BHEL. The services on holidays, as and when required also to be provided, which will be intimated in advance to the operator.

1.4 During the absence of operator for any reason, the contractor shall provide substitute operator so that uninterrupted services are ensured.

1.5 Maintenance, repair and replacement of machine for any reason will be the responsibility of the contractor.

1.6 The Operator should be courteous, well behaved and possess positive attitude. He should be neat and properly dressed. Rude and discourteous behavior of the operator will lead to cancellation of his entry pass.

1.7 The operator should strictly follow the time schedule.

1.8 The machines shall always be kept in neat, clean and hygienic condition.

1.9 BHEL will provide Place/Electricity for the machine, free of cost.

2. Eligibility of bidders

2.1 The bidder should have at least two years experience in service of similar nature with corporate group/PSUs/Govt. offices. Reference / Copy of experience certificate to be submitted.

2.2 The company should be registered with Department of sales tax/service tax. Copy of sales tax/service tax registration certificate indicating sales tax/service tax no. is to be submitted.

2.3 Copy of Income Tax Return for FY 2011-12 is to be submitted.

2.4 Copy of PAN card is to be submitted.

Signature and seal of the bidder

3. Bid Validity

3.1 The bid shall remain valid for a period of three months from the date of opening of offers. Bidder shall not be entitled during this period to revoke or vary the content of bid or any terms thereof. In case of any unsolicited variation subsequent to bid opening, the bid shall be treated as "Rejected".

4. Contract Period

4.1 Contract will be awarded initially for a period of one year, further extendable for a period of one more year on mutual consent on existing rates, terms and conditions. The rates quoted by the parties shall remain firm during the tenure of the contract.

5. Submission of Bids

5.1 Bidders shall give acceptance of the Terms & Conditions enclosed with this enquiry and as token of their acceptance, sign these terms and conditions and attach with the bid.

5.2 Bidders need to submit their offers only if all the terms and conditions are acceptable to them. If the offer has been submitted, any deviations to the terms and conditions taken by the bidder shall be ignored.

5.3 The Bid shall be submitted in sealed envelope in two parts i.e Part I containing technical documents & part II price bid, super-scribing on the top of the envelope enquiry no. and date, by the due date and time.

5.4 All the supporting documents as per clause 2 are to be enclosed.

5.5 The bidders are required to fill the rates in the box provided in the Price Bid format only.

5.6 Late tenders are liable to be rejected.

5.7 Taxes and duties payable should be indicated separately, otherwise it will be presumed that the goods quoted are inclusive of all taxes, duty, octroi etc., if any and BHEL in such cases shall not pay any taxes, duty, octroi etc.

5.8 Bid should be free from corrections and erasures. Corrections, if any, must be countersigned. All prices should be indicated both in words as well as in figures. If there is a difference between price quoted in words and figures or there is any other discrepancy in the price schedule, higher value(s) will be considered for evaluation and lower value(s) will be considered for ordering.

Signature and seal of the bidder

6. Opening of bids

6.1 The bid shall be submitted to the DGM/HR by **1400 hrs. on 16.07.2012**. The **bid shall be opened on the same day at 1500 hrs** in the presence of bidder's representatives if so present at the time of bid opening.

6.2 BHEL reserves the right to accept / reject any or all bids without assigning any reasons without any financial liability whatsoever.

7. BHEL's right to accept or reject any Bid

7.1 The BHEL reserves the right to accept or reject any bid at any time prior to award of contract, without incurring any liability to the affected bidder/bidders of any obligation to inform the grounds for the owner's action.

8. Other Conditions

8.1 BHEL shall have right to terminate the contract by giving 15 days notice.

8.2 Bills are to be submitted by the contractor on monthly basis. 100% Payment shall be released after receipt and acceptance of material, within one month period, subject to the bills are in order. Any statutory deductions, including TDS, shall be made.

8.3 The contractor will not sub-contract the job to any other vendor without written permission of BHEL.

9. Penalty for Services

9.1 If the party fails to perform and provide satisfactory services during the contract period, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as penalty @ Rs. 200/- per day.

10. Termination of the Contract

10.1 The purchaser may, without prejudice to any other remedy for breach of the contract, by written notice to the supplier, terminate the contract in whole or in part,

- a) If the party fails to execute the contract by the date specified in the order or within any extension thereof granted by the purchaser.
- b) If the party fails to perform any other obligation(s) under the contract.
- c) If the party, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in executing the contract.

Signature and seal of the bidder

11. Resolution of Disputes

11.1 The purchaser and the supplier shall make every effort to resolve any disagreement or dispute, arising between them under or in connection with the contract, amicably by direct negotiation.

11.2 Any dispute is subject to the jurisdiction of the Delhi/Noida courts only.

12 Special conditions & Evaluation Criteria

12.1 All risks of loss or damage to physical property and of personal injury and death, which arise during/in consequence of the performance of the contract, other than expected risks, are the responsibility of the contractor.

12.2 The employees of the contractor in no case will be treated as the employee of the purchaser at any point of time.

12.3 The contractor/supplier shall abide at all times by all labour laws, regulations, rules, acts etc.

12.4 BHEL has the option to terminate the contract and purchase from elsewhere at the risk and cost of the vendor, either the whole or part of the goods which the vendor has failed to deliver or dispatch within the stipulated delivery period or if the same were not available, the best and the nearest available substitute thereof. The vendor would be liable to compensate the purchaser for any loss which the purchaser may sustain by reason of such risk purchase, in addition to liquidated damages at the rates mentioned above.

12.5 BHEL shall be under no obligation to accept the lowest or any other bid and shall have the right to accept or reject any bid in part or in full without assigning any reason whatsoever. However, L1 rates shall be arrived at by taking the total of each unit as mentioned in the price format.

12.6 Price Bid to be opened.

12.7 Bidder to mention & quote for only Hindustanuniliver/Nestle/Coca-cola brand/made/product for sl.no 1 to 4 items in price format. Also bidder to quote only for single brand for items indicated against sl.no 1 to 5.

13 Delivery Period

Vending machines to be delivered within 15 days of placing the PO. Penalty of Rs.500/day shall be charged, if the Vending machines are not made operational within the stipulated time period.

14. Evaluation Criteria

Evaluation shall be done based on overall L1 rates.

Signature and seal of the bidder

PRICE FORMAT

ANNEXURE - B

Sl no	Description	Annual Quantity required **	Unit	Rate per unit	Total Amount(VAT/CST/SERVICE TAX, if any	TOTAL INCLUDING TAXES
A	B	C	D	E	F = C*E	G	H = F+G
1	Coffee Pre-mix Powder	465	Kg				
2	Cardamom Tea Pre-mix Powder	320	Kg				
3	Milk Powder Without Sugar	480	Kg				
4	Lemon Tea	265	Kg				
5	Tea Bags (Taj/Tata Brand) (Packet consisting of 200 Tea Bags)	130	Packet				
6	Disposable Cups (Packet Containing 100 cups)	1050	Packet				
7	Per Month Operator charges for 12 months	12	Operator				
TOTAL AMOUNT (EVALUATION TO BE DONE ON THIS AMOUNT) :							

** Quantity required (for sl no. 1 - 6) may vary depending on actual use.

Notes

- Bidder to mention and quote for only Hindustan Uniliver / Coca-cola / Nestle / brand/made/product for Sl no 1-4 items
- Vendor has to quote only for single brand for items indicated against serial no no 1-5