

Rev 02  
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2020

# NOTICE INVITING TENDER

(Document No PS:M SX:NIT)

TENDER NO. BHEL/ NR/ SCT/ AC HIRING/ 1272

FOR

“HIRING OF 1.5 TON SPLIT ACs FOR  
INSTALLATION AT BHEL OFFICE, SECTOR 16A,  
NOIDA, U.P.”

Bharat Heavy Electricals Limited



**NOTICE INVITING TENDER (NIT)**  
**NOTE: BIDDER MAY DOWNLOAD FROM WEB SITES**

To

Dear Sir/Madam

**Sub : NOTICE INVITING TENDER**

Sealed offers in two part bid system (National competitive bidding (NCB) are invited from reputed & experienced bidders (meeting PRE QUALIFICATION CRITERIA as mentioned in Annexure-1) for the subject job by the undersigned on the behalf of BHARAT HEAVY ELECTRICALS LIMITED as per the tender document. Following points relevant to the tender may please be noted and complied with.

**1.0 Salient Features of NIT**

SL NO	ISSUE	DESCRIPTION	
i	<b>TENDER NUMBER</b>	BHEL/NR/SCT/AC HIRING/ 1272	
ii	<b>BROAD SCOPE OF JOB</b>	HIRING OF 1.5 TON SPLIT ACS FOR INSTALLATION AT BHEL OFFICE, SECTOR 16A, NOIDA, U.P.	
iii	<b>DETAILS OF TENDER DOCUMENT</b>		
a	Technical Bid	<i>NIT consisting of General Instructions/ conditions, PQR, Scope of work, Technical Specification/TCC, Forms &amp; Procedures, Bill of Quantities, Terms of payment, etc</i>	Applicable
b	Price Bid	<i>Price Schedule (Absolute value).</i>	Applicable
iv	<b>ISSUE OF TENDER DOCUMENTS</b>	<b>Tender documents will be available for downloading from BHEL website (<a href="http://www.bhel.com">www.bhel.com</a>) till due date of submission: Start : 30/06/2022 , Time : 9:00 hrs Closes: 11/07/2022 , Time : 9:00hrs</b>	Applicable
v	<b>DUE DATE &amp; TIME OF OFFER SUBMISSION</b>	<b>Date : 11/07/2022, Time : 11:00 hrs</b> <b><u>(Offer to be submitted strictly by hand/ through Courier only)</u></b>  <b><u>BID SUBMISSION ADDRESS:</u></b> <b>Dy. Manager/SCT,</b> <b>Room No. 104, BHEL-PSNR office,</b> <b>Plot No. 25, Sector – 16A, Noida – 201301, U.P.</b>	Applicable
vi	<b>OPENING OF TENDER</b>	<b>Date : 11/07/2022 , Time : 15:30 hrs</b> <b>Notes:</b> <i>(1) In case the due date of opening of tender becomes a non-working day, then the due date &amp; time of offer submission and opening of tenders get extended to the next working day.</i> <i>(2) Bidder may depute representative to witness the opening of tender.</i>	Applicable

vii	EMD AMOUNT	Nil	
viii	COST OF TENDER	Free	
ix	LAST DATE FOR SEEKING CLARIFICATION	<p><b>Five days before bid submission due date</b>  Along with soft version also, addressing to undersigned &amp; to others as per contact address given below:</p> <p>1) Name: <b>G.V. RAJA SEKHAR</b>  Designation: Sr. MANAGER  Deptt: SCT  Address: BHEL-PSNR, PLOT NO. 25, SECTOR – 16A, NOIDA - 201301  Phone: (Landline/Mobile) 0120-2416232  Email : <a href="mailto:gvr@bhel.in">gvr@bhel.in</a></p> <p>2) Name: <b>ADITTI GUPTA</b>  Designation: Dy. Manager  Deptt: SCT  Address: BHEL-PSNR, PLOT NO. 25, SECTOR – 16A, NOIDA - 201301  Phone: (Landline/Mobile) 01202416511  Email : <a href="mailto:aditi@bhel.in">aditi@bhel.in</a></p>	Applicable
x	SCHEDULE OF Pre Bid Discussion (PBD)		Not applicable.
xi	INTEGRITY PACT & DETAILS OF INDEPENDENT EXTERNAL MONITOR (IEM)		Not Applicable
xii	Latest updates	<p>Latest updates on the important dates, Amendments, Correspondences, Corrigenda, Clarifications, Changes, Errata, Modifications, Revisions, etc. to Tender Specifications will be hosted in BHEL webpage (<a href="http://www.bhel.com">www.bhel.com</a> --&gt;Tender Notifications →View Corrigendums),&amp; <b>and not in the newspapers</b>. Bidders to keep themselves updated with all such information.</p>	

2.0 The offer shall be submitted as per the instructions of tender document and as detailed in this NIT. Bidders to note specifically that all pages of tender document, including these NIT pages of this particular tender together with subsequent correspondences shall be submitted by them, duly signed digitally using Class III DSC & uploaded in E-Procurement Portal, as part of offer. **Rates/Price including discounts/rebates, if any, mentioned anywhere/in any form in the techno-commercial offer other than the Price Bid, shall not be entertained.**

3.0 **Not Used.**

4.0 **Not Used.**

5.0 **Procedure for Submission of Tenders:** The Tenderers must submit their Tenders to Officer inviting Tender, as detailed below:

- PART-I consisting of Techno Commercial Bid in a separate sealed and superscribed envelope (ENVELOPE-I)

- PART-II (Price Bid) – in sealed and superscribed envelope (ENVELOPE-II)
- One set of tender documents shall be retained by the bidder for their reference

6.0 The contents for ENVELOPES and the superscription for each sealed cover/Envelope are as given below.

**(All pages to be signed and stamped):**

Sl. no.	Description	Remarks
	<b>Part-I</b>	
	<p><b>ENVELOPE – I superscribed as:</b>            PART-I (TECHNO COMMERCIAL BID)            TENDER NO :            NAME OF WORK :            PROJECT:            DUE DATE OF SUBMISSION:</p> <p><b>CONTAINING THE FOLLOWING:-</b></p>	
i.	Covering letter/Offer forwarding letter of Tenderer.	
ii.	<p>Duly filled-in 'No Deviation Certificate' as per prescribed format to be placed after document under sl no (i) above.</p> <p><b>Note:</b></p> <p>a. In case of any deviation, the same should be submitted separately for technical &amp; commercial parts, indicating respective clauses of tender against which deviation is taken by bidder. The list of such deviation shall be placed after document under sl no (i) above. It shall be specifically noted that deviation recorded elsewhere shall not be entertained.</p> <p>b. BHEL reserves the right to accept/reject the deviations without assigning any reasons, and BHEL decision is final and binding.</p> <p>i). In case of acceptance of the deviations, appropriate loading shall be done by BHEL</p> <p>ii). In case of unacceptable deviations, BHEL reserves the right to reject the tender</p>	
iii.	<p>Supporting documents/ annexure/ schedules/ drawing etc. as required in line with Pre-Qualification criteria.</p> <p>It shall be specifically noted that all documents as per above shall be indexed properly and credential certificates issued by clients shall distinctly bear the name of organization, contact ph. no, FAX no, etc.</p>	
iv.	All Amendments/Correspondences/Corrigenda/Clarifications/Changes/ Errata etc. pertinent to this NIT.	
v.	Integrity Pact Agreement (Duly signed by the authorized signatory)	If applicable
vi.	Duly filled-in annexures, formats etc. as required under this Tender Specification/NIT	
vii.	Notice inviting Tender (NIT)	
viii.	Volume – I : NIT consisting of General Instructions/ conditions, PQR, Scope of work, Technical Specification/TCC, Forms & Procedures, Bill of Quantities, Terms of payment, etc.	
ix.	Volume – II (UNPRICED – without disclosing rates/price, but mentioning only 'QUOTED' or 'UNQUOTED' against each item	
x.	Any other details preferred by bidder with proper indexing.	

<b>PART-II</b>		
	<b>PRICE BID</b> consisting of the following shall be enclosed	
	<p><b>ENVELOPE-II</b>            superscribed as:            PART-II (PRICE BID)</p>	

	TENDER NO : NAME OF WORK : PROJECT: DUE DATE OF SUBMISSION:  <b>CONTAINING THE FOLLOWING</b>	
i	Covering letter/Offer forwarding letter of Tenderer enclosed in Part-I	
ii	Volume II – PRICE BID ( Duly Filled in Schedule of Rates – rate/price to be entered in words as well as figures)	

	<b>OUTER COVER</b>	
	<b>ENVELOPE-III (MAIN ENVELOPE / OUTER ENVELOPE)</b> superscribed as: TECHNO-COMMERCIAL BID & PRICE BID TENDER NO: NAME OF WORK: PROJECT: DUE DATE OF SUBMISSION:  <b>CONTAINING THE FOLLOWING:</b>	
i	<ul style="list-style-type: none"> <li>o Envelope I</li> <li>o Envelope II</li> </ul>	

SPECIAL NOTE: All documents/ annexures submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.

- 7.0 Deviation with respect to tender clauses and additional clauses/suggestions in Techno-commercial bid / Price bid shall NOT be considered by BHEL. Bidders are requested to positively comply with the same.
- 8.0 BHEL reserves the right to accept or reject any or all Offers without assigning any reasons thereof. BHEL also reserves the right to cancel the Tender wholly or partly without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter (except for the refund of EMD).
- 9.0 Not Applicable
- 10.0 Since the job shall be executed at site, bidders must visit site/ work area and study the job content, facilities available, availability of materials, prevailing site conditions including law & order situation, applicable wage structure, wage rules, etc. before quoting for this tender. They may also consult this office before submitting their offers, for any clarifications regarding scope of work, facilities available at sites or on terms and conditions.
- 11.0 For any clarification on the tender document, the bidder may seek the same in writing or through e-mail and/or through e-procurement portal, as per specified format, within the scheduled date for seeking clarification, from the office of the undersigned. BHEL shall not be responsible for receipt of queries after due date of seeking clarification due to postal delay or any other delays. Any clarification / query received after last date for seeking clarification may not be normally entertained by BHEL and no time extension will be given.
- 12.0 BHEL may decide holding of pre-bid discussion [PBD] with all intending bidders as per date indicated in the NIT. The bidder shall ensure participation for the same at the appointed time, date and place as may be decided by BHEL. Bidders shall plan their visit accordingly. The outcome of pre-bid discussion (PBD) shall also form part of tender.
- 13.0 In the event of any conflict between requirement of any clause of this specification/ documents/drawings/data sheets etc. or requirements of different codes/standards specified, the same to be brought to the knowledge of BHEL in writing for clarification before due date of seeking clarification (whichever is applicable), otherwise,

interpretation by BHEL shall prevail. Any typing error/missing pages/ other clerical errors in the tender documents, noticed must be pointed out before pre-bid meeting/submission of offer, else BHEL's interpretation shall prevail.

- 14.0 Unless specifically mentioned otherwise, bidder's quoted price shall deemed to be in compliance with tender including PBD.
- 15.0 Not Applicable.
- 16.0 The Bidder has to satisfy the Pre-Qualifying Requirements stipulated for this Tender in order to be qualified. The Price Bids of only those bidders will be opened who will be qualified for the subject job on the basis of satisfying the Pre-Qualification Criteria specified in this NIT as per Annexure-I (as applicable), past performance etc. and date of opening of price bids shall be intimated to only such bidders. BHEL reserves the right not to consider offers of parties under HOLD.
- 17.0 In case BHEL decides on a 'Public Opening', the date & time of opening of the sealed PRICE BID shall be intimated to the qualified bidders and in such a case, bidder may depute one authorized representative to witness the price bid opening. BHEL reserves the right to open 'in-camera' the 'PRICE BID' of any or all Unsuccessful/Disqualified bidders under intimation to the respective bidders.
- 18.0 Validity of the offer shall be for **six months** from the latest due date of offer submission (including extension, if any) unless specified otherwise.
- 19.0 Not used
- 20.0 On submission of offer, further consideration will be subject to compliance to tender & qualifying requirement and customer's acceptance, as applicable.
- 21.0 In case the bidder is an "Indian Agent of Foreign Principals", 'Agency agreement has to be submitted along with Bid, detailing the role of the agent along with the terms of payment for agency commission in INR, along with supporting documents.
- 22.0 The bidders shall not enter into any undisclosed M.O.U. or any understanding amongst themselves with respect to tender.
- 23.0 Consortium Bidding (or Technical Tie up) : Not Applicable
- 24.0 The bidder shall submit documents in support of possession of 'Qualifying Requirements' duly self-certified and stamped by the authorized signatory, indexed and properly linked in the format for PQR. In case BHEL requires any other documents/proofs, these shall be submitted immediately.
- 25.0 The bidder may have to produce original document for verification if so decided by BHEL.
- 26.0 The consultant / firm (and any of its affiliates) shall not be eligible to participate in tender(s) for the related works or services for the same project, if they were engaged for the consultancy services.
- 27.0 Guidelines/rules in respect of Suspension of Business dealings, Vendor evaluation format, Quality, Safety & HSE guidelines, Experience Certificate, etc. may undergo change from time to time and the latest one shall be followed. The abridged version of extant 'Guidelines for suspension of business dealings with suppliers/ contractors' is available on [www.bhel.com](http://www.bhel.com) on "supplier registration page".
- 28.0 The offers of the bidders who are on the banned/ hold list and also the offer of the bidders, who engage the services of the banned/ hold firms, shall be rejected. The list of **banned/ hold firms** is available on BHEL web site [www.bhel.com](http://www.bhel.com).
- 28.1 Integrity commitment, performance of the contract and punitive action thereof:
- 28.1.1 **Commitment by BHEL:**

BHEL commits to take all measures necessary to prevent corruption in connection with the tender Process and execution of the contract. BHEL will during the tender process treat all Bidder(s) in a transparent and fair manner, and with equity.

**28.1.2 Commitment by Bidder/ Supplier/ Contractor:**

- (i) The bidder/ supplier/ contractor commit to take all measures to prevent corruption and will not directly or indirectly influence any decision or benefit which he is not legally entitled to nor will act or omit in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India.
- (ii) The bidder/ supplier/ contractor 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 and shall adhere to relevant guidelines issued from time to time by Govt. of India/ BHEL.
- (iii) The bidder/ supplier/ contractor will perform/ execute the contract as per the contract terms & conditions and will not default without any reasonable cause, which causes loss of business/ money/ reputation, to BHEL.

If any bidder/ supplier/ contractor during pre-tendering/ tendering/ post tendering/ award/ execution/ post-execution stage indulges in mal-practices, cheating, bribery, fraud or and other misconduct or formation of cartel so as to influence the bidding process or influence the prices or acts or omits in any manner which tantamount to an offence punishable under any provision of the Indian Penal Code, 1860 or any other law in force in India, then, action may be taken against such bidder/ supplier/ contractor as per extent guidelines of the company available on [www.bhel.com](http://www.bhel.com) and / or under applicable legal provisions.

**29.0 Micro and Small Enterprises (MSE)**

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 techno-commercial offer.

Type under MSE	SC/ST owned	Women owned	Others (excluding SC/ ST & Women Owned)
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.

- a) MSE suppliers can avail the intended benefits in respect of the procurements related to the Goods and Services only (Definition of Goods and Services as enumerated by Govt. of India vide Office Memorandum F. No. 21(8)/2011-MA dtd. 09/11/2016 office of AS & DC, MSME) only if they submit along with the offer, attested copies of either Udyam Registration Certificate or EM-II certificate having deemed validity (five years from the date of issue of acknowledgement in EM-II) or valid NSIC certificate or Udyog Aadhar Memorandum (UAM) & Acknowledgement or EM-II Certificate along with attested copy of a CA certificate (format enclosed as Annexure – 3) where deemed validity of EM-II certificate of five years has expired applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the last date of Technical 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 before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted officer. Documents submitted by the bidder may be verified by BHEL for rendering the applicable benefits.

- 30.0 The Bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

31.0 **PREFERENCE TO MAKE IN INDIA:**

For this procurement, the local content to categorize a supplier as a Class I local supplier/ Class II local Supplier/Non-Local Supplier and purchase preferences to Class I local supplier, is as defined in Public Procurement (Preference to Make in India), Order 2017 dated 04.06.2020 issued by DPIIT. In case of subsequent orders issued by the nodal ministry, changing the definition of local content for the items of the NIT, the same shall be applicable even if issued after issue of this NIT, but before opening of Part-II bids against this NIT.

31.1 **Compliance to Restrictions under Rule 144 (xi) of GFR 2017**

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. The Competent Authority for the purpose of this Clause shall be the Registration Committee constituted by the Department for Promotion of Industry and Internal Trade (DPIIT).
- II. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. "Bidder from a country which shares a land border with India" for the purpose of this Clause means:-
  - a. An entity incorporated established or registered in such a country; or
  - b. A subsidiary of an entity incorporated established or registered in such a country; or
  - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
  - d. An entity whose *beneficial owner* is situated in such a country; or
  - e. An Indian (or other) agent of such an entity; or
  - f. A natural person who is a citizen of such a country; or
  - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.
- IV. The *beneficial owner* for the purpose of (III) above will be as under:
  1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation

    - a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company.
    - b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements.
  2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together, or through one or more juridical person, has ownership or entitlement to more than fifteen percent of capital or profits of the partnership.
  3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person has ownership or entitlement to more than fifteen percent of the property or capital or profits of the such association or body of individuals.
  4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
  5. In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract works to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

**Note:**

- (i) The bidder shall provide undertaking for their compliance to this Clause, in the format provided in Annexure-11.

- (ii) Registration of the bidder with Competent Authority should be valid at the time of submission of bids and at the time of acceptance of the bids.
- 32.0 Bid should be free from correction, overwriting, using corrective fluid, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection. All overwriting/cutting, etc. will be numbered by bid opening officials and announced during bid opening.
- 33.0 In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders.

In case more than one bidder happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/ draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s).

Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding.

- 34.0 The Bidder declares that they will not enter into any illegal or undisclosed agreement or understanding, whether formal or informal with other Bidder(s). 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.

In case, the bidder is found having indulged in above activities, suitable action shall be taken by BHEL as per extant policies/ guidelines.

35.0 **Not used**

36.0 Order of Precedence:

In the event of any ambiguity or conflict between the Tender Documents, the order of precedence shall be in the order below:

- a. Amendments/Clarifications/Corrigenda/Errata etc. issued in respect of the tender documents by BHEL
- b. Notice Inviting Tender (NIT)
- c. Price Bid
- d. Technical Conditions of Contract (TCC)—Volume-1A
- e. Special Conditions of Contract (SCC) —Volume-1B
- f. General Conditions of Contract (GCC) —Volume-1C
- g. Forms and Procedures —Volume-1D

It may please be noted that guidelines/ circulars/ amendments/ govt. directives issued from time to time shall also be applicable.

for BHARAT HEAVY ELECTRICALS LTD  
(SCT)

**Enclosure:**

- (i) Annexure-1: Pre Qualifying Requirements.
- (ii) Annexure-2: Check List.
- (iii) Annexure-3: Certificate by Chartered Accountant
- (iv) Annexure-4: Undertaking as per B4 of Annexure-1 i.e. PQR
- (v) Annexure-5: Declaration reg. Related Firms & their areas of Activities
- (vi) Annexure-6: Declaration reg. minimum local content in line with revised public procurement.
- (vii) Annexure-7: Declaration by the Contractor.
- (viii) Other Tender documents as per this NIT.

**PRE QUALIFYING REQUIREMENTS (PQR)**

JOB	HIRING OF 1.5 TON SPLIT ACs FOR INSTALLATION AT BHEL OFFICE, SECTOR 16A, NOIDA, U.P.
TENDER NO.	BHEL/NR/SCT/AC HIRING/1272

SL. NO.	NAME AND DESCRIPTION OF PRE QUALIFICATION CRITERIA	Bidder's claim in respect of fulfilling the PQR criteria
A	<p><b><u>Technical</u></b>  <b><u>Bidder who wish to participate should have an experience as follows;</u></b>  Bidder should have executed similar work for any one of the following in the last seven years from latest date of bid submission:</p>	Applicable
A-1.1	One (1) work of similar nature of value not less than Rs. 2.45 Lakhs.	
A-1.2	Two (2) works of similar nature each of value not less than Rs. 1.53 Lakhs.	
A-1.3	Three (3) works of similar nature each of value not less than Rs. 1.22 Lakhs.	
	<p><b>NOTE:- "Similar Work"</b> means providing Air conditioners on hire or maintenance of Air conditioning systems (like centralised, window, cassette, split, tower, etc.)</p>	
B B-1	<p><b><u>FINANCIAL TURNOVER</u></b>  Bidder who wish to participate should have an average annual turnover minimum of <b>Rs. 0.92 Lakhs</b> based on the audited accounts of last three financial years (2018-19,2019-20, 2020-21).  Bidder shall submit audited accounts (balance sheets and profit &amp; loss account) in support of this.  In case audited financial statements have not been submitted for all the three years as indicated above, then the applicable audited statements submitted by the bidders against the requisite three years, will be averaged for three years i.e. total divided by three.  If financial statements are not required to be audited statutorily, then instead of audited financial statements, financial statements are required to be certified by Chartered Accountant.</p>	Applicable
B-2	<p><b><u>Net worth:</u></b>  Net Worth (Only in case of companies) of the Bidder should be positive.  <b>Note:</b> Net worth shall be calculated based on the latest Audited Accounts as furnished for 'B-1' above.  Net worth = Paid up share capital + Reserves</p>	

B-3	<p><b>Profit:</b> Bidder must have earned profit in any one of the three financial years as applicable in the last three financial years as furnished for 'B-1' above.</p> <p><b>Note:</b> PROFIT shall be PBT earned during any one year of last three financial years as in 'B-1' above.</p>	
B-4	Bidder must not be under Insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT or any adjudicating authority/authorities, which will render him ineligible for participation in this tender, and shall submit undertaking (Annexure – 4) to this effect.	
C	<p>Price Bid Opening</p> <p><b>Note:</b> Price Bids of only those bidders shall be opened who stand qualified after compliance of criteria A and B.</p>	By BHEL

**Explanatory Notes for QR 'A':**

- For evaluation of PQR, in case Bidder alone does not meet the prequalifying technical criteria 'A' above, bidder may utilize the experience of its Parent/Subsidiary Company along with its own experience, subject to following:
  - The parent Company shall have a controlling stake of ≥50% in the subsidiary company (as per Format-1).
  - The parent company/subsidiary company of which experience is being utilized for bidding shall submit Security Deposit (SD) equivalent to 1% of the total contract value.
  - The parent/Subsidiary Company and bidder shall provide an undertaking that they are jointly or severally responsible for successful performance of the contract (as per Format-2).
- Completion date for achievement of the technical criteria should be in the last 7 years ending on the 'latest date of Bid Submission' of Tender irrespective of date of the start of work. Completion date shall be reckoned from the "FY quarter of bid submission". (For e.g. – Work completed on 01.01.2014 shall be considered even if latest date of bid submission is 20.03.2021)
- Actual executed value shall be considered. 'Executed' means the bidder should have achieved the technical criteria even if the contract has not been completed or closed.
- Value of work is to be updated with indices for "All India Avg. Consumer Price index for industrial workers" and "Monthly Whole Sale Price Index for All Commodities" with base month as per last month of work execution and indexed up to three (3) months prior to the month of latest due date of bid submission as per following formula-

$$P = \left[ R + 0.425 \times R \times \frac{(X_N - X_0)}{X_0} + 0.425 \times R \times \frac{(Y_N - Y_0)}{Y_0} \right]$$

Where

P = Updated value of work

R = Value of executed work

X<sub>N</sub> = All India Avg. Consumer Price index for industrial workers for three months prior to the month of latest due date of bid submission (e.g. If latest bid submission date is 02-Mar-17, then bid submission month shall be reckoned as March'17 and index for Dec'2016 shall be considered).

X<sub>0</sub> = All India Avg. Consumer Price index for industrial workers for last month of work execution.

$Y_N$  = Monthly Whole Sale Price Index for All Commodities for three months prior to the month of latest due date of bid submission (e.g. If latest bid submission date is 02-Mar-17, then bid submission month shall be reckoned as March'17 and index for Dec'2016 shall be considered).

$Y_0$  = Monthly Whole Sale Price Index for All Commodities for last month of work execution.

BIDDER SHALL SUBMIT ABOVE PRE-QUALIFICATION CRITERIA FORMAT, DULY FILLED-IN, SPECIFYING RESPECTIVE ANNEXURE NUMBER AGAINST EACH CRITERIA AND FURNISH RELEVANT DOCUMENT INCLUSIVE OF WORK ORDER AND WORK COMPLETION CERTIFICATE ETC IN THE RESPECTIVE ANNEXURES IN THEIR OFFER.

Credentials submitted by the bidder against "PRE QUALIFYING CRITERIAS" shall be verified for its authenticity. In case, any credential (s) is/are found unauthentic, offer of the bidder is liable to the rejection. BHEL reserves the right to initiate any further action as per extant guidelines for Suspension of Business Dealings.

**Certificate for relationship between Parent Company / Subsidiary Company and the bidder**

To,  
.....  
.....

Dear Sir,

**Sub:** Bid for NIT No .....dated..... for “ .....” (name of the tender).

We hereby certify that M/s..... is Parent Company/ Subsidiary Company of M/s.....(the bidder) and details of equity holding of the Parent Company in Subsidiary Company as on .....(not earlier than seven days prior to the Bid Submission Date) are given as below:

Name of Parent Company	Name of Subsidiary Company	Percentage of Equity Holding of Parent Company in Subsidiary Company

**(Insert Name and Signature of Statutory Auditor or practicing Company Secretary of the Bidder)**

**Undertaking from the Parent Company/ Subsidiary Company of the bidder**  
*(On the Letter Head of Parent Company/ Subsidiary Company, as applicable)*

From,  
Name:  
Full Address:

Telephone No.:  
E-mail address:  
Fax/No.:

To,  
.....  
.....

Dear Sir,

We refer to the NIT No.....dated..... for “.....” (name of the Tender).

“We have carefully read and examined in detail the NIT/Tender Terms and Conditions, including in particular, Clause .... of the NIT/Tender, regarding submission of an Undertaking, as per the prescribed Format 1 of the NIT/ Tender.

We confirm that M/s..... (the Bidder) has been authorized by us to use our Technical capability for meeting the Technical Criteria as specified in Clause.....of the PQR of the NIT/Tender referred above.

We agree to submit the Security Deposit equivalent to 1% of the total contract value in addition to Security Deposit to be submitted by Bidder as per Clause.....of the NIT/Tender for fulfilment of all obligations in terms of provisions of the contract, in the event of .....(the Bidder) being selected as the Successful Bidder.

We confirm that we along with M/s.....(the bidder), are jointly or severally responsible for successful performance of the contract.

We confirm that our company shall not participate in the above tender as a ‘Standalone Bidder’ or as a ‘Consortium bidder’ and also shall not authorize any other bidder to use our Technical capability for the above tender.

All the terms used herein but not defined, shall have the meaning as ascribed to the said terms under the referred NIT/Tender.

**Signature of Managing Director/Authorized signatory of Parent/ Subsidiary Company**

**CHECK LIST****NOTE:- Tenderers are required to fill in the following details and no column should be left blank**

1	<b>Name of the Tenderer</b>		
2	<b>Address of the Tenderer</b>		
3	<b>Type of the Firm/ Company</b>		
(i)	In case of Individual Tenderer	His / her full name, address and place & nature of business shall be furnished along with the offer.	
(ii)	In case of Partnership Firm	The names of all the partners and their addresses, A copy of the partnership deed/instrument of partnership duly certified by the Notary Public shall be furnished along with the offer..	
(iii)	In case of Companies	a) Date and place of registration including date of commencement certificate in case of Public Companies (certified copies of Memorandum and articles of Association are also to be furnished). b) Nature of business carried on by the Company and the provisions of the Memorandum relating thereof.	
4.a	<b>Details of Contact person for this Tender</b>	Name : Mr/ Ms Designation: Telephone No: Mobile No: Email ID: Fax No:	
4.b	<b>Details of alternate Contact person for this Tender</b>	Name : Mr/ Ms Designation: Telephone No: Mobile No: Email ID: Fax No:	
5	<b>EMD DETAILS</b>	Not Applicable	
6	<b>Validity of Offer</b>	TO BE VALID FOR <b>SIX MONTHS</b> FROM DUE DATE	
	<b>DESCRIPTION</b>	<b>APPLICABILITY (BY BHEL)</b>	<b>ENCLOSED BY BIDDER</b>
7	Whether all pages of the Tender documents including annexures, appendices etc are read and understood	Applicable	YES / NO
8	Whether the format for compliance with <b>PRE QUALIFICATION CRITERIA</b> (ANNEXURE – 1 ) is understood and filled with proper supporting documents referenced in the specified format	Applicable	YES / NO
9	Audited Balance Sheet and profit & Loss Account for the last three years	Applicable	YES / NO
10	Copy of PAN Card	Applicable	YES / NO
11	Copy of GST registration	Applicable	YES / NO

SL. NO.	DESCRIPTION	APPLICABILITY (BY BHEL)	ENCLOSED BY BIDDER
12	Organization Chart of the tenderer's organization, including the names, addresses and contact information of the Directors/Partners shall be furnished along with the offer.	Applicable	YES / NO
13	Integrity Pact	Not Applicable	
14	Offer forwarding letter / tender submission letter <b>[Form No. F-01 (Rev 00)]</b>	Applicable	YES / NO
15	Declaration by Authorised Signatory <b>[Form No: F-02 (Rev 00)]</b>	Applicable	YES / NO
16	Declaration by Authorised Signatory regarding Authenticity of submitted documents <b>[Form No: F-02A (Rev 00)]</b>	Applicable	YES / NO
17	No Deviation Certificate <b>[Form No: F-03 (Rev 00)]</b>	Applicable	YES / NO
18	Declaration confirming knowledge about Site Conditions <b>[Form No: F-04 (Rev 00)]</b>	Applicable	YES / NO
19	Declaration for relation in BHEL <b>[Form No: F-05 (Rev 00)]</b>	Applicable	YES / NO
20	Non-Disclosure Certificate <b>[Form No: F-06 (Rev 00)]</b>	Applicable	YES / NO
21	Bank Account Details for E-Payment <b>[Form No: F-07 (Rev 00)]</b>	Applicable	YES / NO
22	Format for seeking clarification <b>[Form No: F-08 (Rev 00)]</b>	Applicable	YES / NO
23	Capacity Evaluation of Bidder for current Tender <b>[Form No: F-09 (Rev 00)]</b>	Not Applicable	
24	Power of Attorney for Submission of Tender/Signing Contract Agreement <b>[Form No: F-25 (Rev 00)]</b>	Applicable	YES / NO
25	Analysis of Unit rates <b>[Form No: F-26 (Rev 00)]</b>	Not Applicable	
26	Tie Ups/Consortium Agreement are submitted as per format <b>[Form No: F-22 (Rev 00)]</b>	Not Applicable	

NOTE : STRIKE OFF 'YES' OR 'NO', AS APPLICABLE. TENDER NOT ACCOMPANIED BY THE PRESCRIBED ABOVE APPLICABLE DOCUMENTS ARE LIABLE TO BE SUMMARILY REJECTED.

DATE :

Sign. of the AUTHORISED SIGNATORY  
(With Name, Designation and Company seal)

**Certificate by Chartered Accountant on letter head**

(applicable upto 31<sup>st</sup> March'2021 in line with MSME notification no. S.O. 2119 (E), dated 26<sup>th</sup> June'2020)

This is to Certify that M/S ..... ,  
(hereinafter referred to as 'company') having its registered office at .....  
..... is registered under MSMED Act 2006, (Entrepreneur  
Memorandum No (Part—II)/ Udyam Registration Certificate No.  
..... dtd: .....  
Category: ..... (Micro/Small/Medium)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year..... as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No. S.O.1722(E) dated October 5, 2006:  
Rs.....Lacs
2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the **MSMED Act, 2006**:  
Rs.....Lacs
3. **For Enterprises** (having EM-II Certificate/ valid NSIC Certificate or Udyog Aadhar Memorandum): Investment in plant and machinery or equipment is Rs..... Lacs and turnover is Rs. .... Lacs (as notified in MSME notification no. S.O. 2119 (E) dated 26.06.2020)
4. **For Enterprises** (having EM-II Certificate/ valid NSIC Certificate or Udyog Aadhar Memorandum): Investment in plant and machinery or equipment is Rs..... Lacs and turnover is Rs. .... Lacs (as notified in MSME notification no. S.O. 2119 (E) dated 26.06.2020)

**(Strike off whichever is not applicable)**

The above investment of Rs .....Lacs is within permissible limit of Rs ..... Lacs for ..... Micro / Small/ Medium (*Strike off which is not applicable*) Category under MSMED Act 2006.

Or

The enterprise has been graduated upward from its original category (micro/small/medium) (*strike off which is not applicable*), the enterprise shall maintain its prevailing status till expiry of one year from the close of year of registration, as notified vide S.O. No. 2119 (E) dated 26.06.2020 published in the gazette notification dated 26.06.2020 by Ministry of MSME.

Or

The enterprise has been reverse-graduated from its original category (micro/small/medium) (*strike off which is not applicable*), the enterprise will continue in its present category till the closure of the financial year and it will be given the benefit of the changed status only with effect from 1<sup>st</sup> April of the financial year following the year in which such change took place, as notified vide S.O. No. 2119 (E) dated 26.06.2020 published in the gazette notification dated 26.06.2020 by Ministry of MSME.

Date:

(Signature)

Name:

Membership Number:

Seal of the Chartered Accountant

**UNDERTAKING**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

**To,**

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir/Madam,

**Sub: DECLARATION REGARDING INSOLVENCY/ LIQUIDATION/ BANKRUPTCY PROCEEDINGS**

**Ref:** NIT/Tender Specification No:

I/We, \_\_\_\_\_

declare that, I/We am/are not under insolvency resolution process or liquidation or Bankruptcy Code Proceedings (IBC) as on date, by NCLT or any adjudicating authority/authorities, which will render us ineligible for participation in this tender.

**Sign. of the AUTHORISED SIGNATORY  
(With Name, Designation and Company seal)**

Place:

Date:

**DECLARATION**

Date: \_\_\_\_\_

To: \_\_\_\_\_  
Address: BHEL, \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Sub: **Details of related firms and their area of activities**

Dear Sir/ Madam,

Please find below details of firms owned by our family members that are doing business/ registered for same item with BHEL, \_\_\_\_\_ (NA, if not applicable)

1	Material Category/ Work Description	
	Name of Firm	
	Address of Firm	
	Nature of Business	
	Name of Family Member	
	Relationship	
2	Material Category/ Work Description	
	Name of Firm	
	Address of Firm	
	Nature of Business	
	Name of Family Member	
	Relationship	
...		

**Note:** I certify that the above information is true and I agree for penal action from BHEL in case any of the above information furnished is found to be false.

Regards,

(\_\_\_\_\_)

From: M/s \_\_\_\_\_  
Supplier Code: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION REGARDING MINIMUM LOCAL CONTENT IN LINE WITH  
REVISED PUBLIC PROCUREMENT (PREFERENCE TO MAKE IN INDIA), ORDER 2017 DATED 04<sup>TH</sup>  
JUNE, 2020 AND SUBSEQUENT ORDER(S)**

*(To be typed and submitted in the Letter Head of the Entity/Firm providing certificate as applicable)*

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

**Sub:** Declaration reg. minimum local content in line with Public Procurement (Preference to Make in India), Order 2017-Revision, dated 04<sup>th</sup> June, 2020 and subsequent order(s).

**Ref :** 1) NIT/Tender Specification No: .....,  
2) All other pertinent issues till date

We hereby certify that the items/works/services offered by..... *(specify the name of the organization here)* has a local content of \_\_\_\_\_ % and this meets the local content requirement for '**Class-I local supplier**' / '**Class II local supplier**' \*\* as defined in Public Procurement (Preference to Make in India), Order 2017-Revision dated 04.06.2020 issued by DPIIT and subsequent order(s).

The details of the location(s) at which the local value addition is made are as follows:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
- ...
- ...
- ...

Thanking you,  
Yours faithfully,

**(Signature, Date & Seal of  
Authorized Signatory of the Bidder)**

\*\* - *Strike out whichever is not applicable.*

**Note:**

1. Bidders to note that above format Duly filled & signed by authorized signatory, shall be submitted along with the techno-commercial offer.
2. In case the bidder's quoted value is in excess of Rs. 10 crores, the authorized signatory for this declaration shall necessarily be the statutory auditor or cost auditor of the company (in the case of companies) or a practising cost accountant or practicing chartered accountant (in respect of suppliers other than companies).
3. In the event of false declaration, actions as per the above order and as per BHEL Guidelines shall be initiated against the bidder.

**DECLARATION REGARDING COMPLIANCE TO RESTRICTIONS UNDER RULE 144 (xi) OF GFR 2017**  
(To be typed and submitted in the Letter Head of the Entity/ Firm providing certificate as applicable)

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To,  
(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

**Sub:** Declaration regarding compliance to Restrictions under Rule 144 (xi) of GFR 2017

**Ref :** 1) NIT/Tender Specification No: .....,  
2) All other pertinent issues till date

I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India and on sub-contracting to contractors from such countries. I certify that \_\_\_\_\_ **(SPECIFY THE NAME OF THE ORGANIZATION HERE)**, is not from such a country/ has been registered with the Competent Authority (attach valid registration by the Competent Authority, i.e., the Registration Committee constituted by the Dept. for Promotion of Industry and Internal Trade (DPIIT); and will not sub-contract any work to a contractor from such countries unless such contractor is registered with the Competent Authority. (attach relevant valid registration, if applicable)

I hereby certify that we fulfil all requirements in this regard and is eligible to be considered.

Thanking you,  
Yours faithfully,

**(Signature, Date & Seal of  
Authorized Signatory of the Bidder)**

**Note:** Bidders to note that in case above certification given by a bidder, whose bid is accepted, is found to be false, then this would be a ground for immediate termination and for taking further action in accordance with law and as per BHEL guidelines.

Bharat Heavy Electricals Limited  
**POWER SECTOR-NORTHERN REGION, NOIDA**  
**TENDER TERMS & CONDITIONS**

For

**“Hiring of 1.5 Ton Split ACs for installation at PSNR, CDT & CLD Office Building”.**

**1. GENERAL INSTRUCTIONS TO TENDERERS**

**1.1. DESPATCH INSTRUCTION**

- i) The General Conditions of Contract form part of the Tender specifications. **All pages of the tender documents shall be duly signed, stamped and submitted along with the offer in token of complete acceptance thereof.** The information furnished shall be complete by itself. The tenderer is required to furnish all the details and other documents as required in the following pages.
  
- ii) Tenderers are advised to study all the tender documents carefully. Any submission of tender by the tenderer shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof. Should the tenderers have any doubt about the meaning of any portion of the Tender Specification or find discrepancies or omissions in the drawings or the tender documents issued are incomplete or shall require clarification on any of the technical aspect, the scope of work etc., he shall at once, contact the authority inviting the tender well in time (so as not to affect last date of submission) for clarification before the submission of the tender. Tenderer’s request for clarifications shall be with reference to Sections and Clause numbers given in the tender documents. The specifications and terms and conditions shall be deemed to have been accepted by the tenderer in his offer. Non-compliance with any of the requirements and instructions of the tender enquiry may result in the rejection of the tender.

**1.2 LANGUAGE**

- 1.2.1** The tenderer shall quote the rates in English language and international numerals. These rates shall be entered in figures as well as in words. For the purpose of the tenders, the metric system of units shall be used.
- 1.2.2** All entries in the tender shall either be typed or written legibly in ink. Erasing and over-writing is not permitted and may render such tenders liable for rejection. All cancellations and insertions shall be duly attested by the tenderer.

**1.3 PRICE DISCREPANCY:**

Conventional (Manual) Price Bid opening: In the case of price bid opening without resorting to Reverse Auction, if there are differences between the rates given by the tenderer in words and figures or in amount worked out by him, the following procedure for evaluation and award shall be followed:

- i) When there is a difference between the rates in figures and in words, the rates which corresponds to the amounts worked out by the contractor, shall be taken as correct.
- ii) When the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figure or in words, then the rate quoted by the contractor in words shall be taken as correct.
- iii) When the rate quoted by the contractor in figures and words tallies but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
- iv) In case of lump sum price, if there is any difference between the amount in figures and in words, the amount quoted by the bidder in words shall be taken as correct.
- v) In case of omission in quoting any rate for one or more items, the evaluation shall be done considering the highest quoted rate obtained against the respective items by other tenderers for the subject tender. If the tenderer becomes L-1, the notional rates for the omission items shall be the lowest rates quoted for the respective items by the other tenderers against the respective omission items for the subject job and the 'Total quoted price (loaded for omissions)' shall be arrived at. However the overall price remaining the same as quoted originally, the rates for all the items in the 'Total quoted price (loaded for omissions)' shall be reduced item wise in proportion to the ratio of 'Original' total price and the 'Total quoted price (loaded for omissions)''.
- vi) The 'Final Total Amount' shall be arrived at after considering the amounts worked out in line with 'i' to 'v' above.

#### **1.4 QUALIFICATION OF TENDERERS**

- i) Only tenderers who have previous experience in the work of the nature and description detailed in the Notice Inviting Tender and/or tender specification are expected to quote for this work duly detailing their experience along with offer.
- ii) Offers from tenderers who do not have proven and established experience in the field shall not be considered.
- iii) Offers from tenderers who are under suspension (banned) by any Unit/Region/Division of BHEL shall not be considered.
- iv) Offers from tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt. of India shall not be considered.

#### **1.5 EVALUATION OF BIDS**

- 1.5.1** In line with Pre-Qualification Requirements, documents submitted for qualification i.e. Balance sheet, Work orders and completion certificate (if required) etc. with PART - I shall be opened and assessed first for Qualification of bidders.

1.5.2 Paper price bids submitted with Part II, by the qualified bidders as per sl. no. i), shall be opened for evaluation.

1.5.3 Price bids of unsuccessful bidders as per sl. no. i) shall be returned in original after issuance of Letter of Award (LOA).

**1.6 DATA TO BE ENCLOSED**

Full information shall be given by the tenderer in respect of the following. Non-submission of this information may lead to rejection of the offer.

i) **INCOME TAX PERMANENT ACCOUNT NUMBER**

Certified copies of Permanent Account Numbers as allotted by Income Tax Department for the Company/Firm/Individual Partners, etc. shall be furnished along with tender.

ii) **ORGANIZATION CHART**

The organization chart of the tenderer's organization, including the names, addresses and contact information of the Directors/ Partners shall be furnished along with the offer.

iii) An attested copy of the Power of Attorney, in case the tender is signed by an individual other than the sole proprietor.

iv) **IN CASE OF INDIVIDUAL TENDERER:**

His/ her full name, address and place & nature of business.

v) **IN CASE OF PARTNERSHIP FIRM**

The names of all the partners and their addresses, A copy of the partnership deed/instrument of partnership duly certified by the Notary Public shall be enclosed.

vi) **IN CASE OF COMPANIES:**

- a. Date and place of registration including date of commencement certificate in case of Public Companies (certified copies of Memorandum and articles of Association are also to be furnished).
- b. Nature of business carried on by the Company and the provisions of the Memorandum relating thereof.

~~1.7 **REVERSE AUCTION**~~

~~In case of Reverse Auction, the successful bidder shall undertake to execute the work as per overall price offered by him during the Reverse Auction process. In case of omission of rates, the procedure shall be as per 'Guidelines for Reverse Auction'.~~

**1.8 VALIDITY OF OFFER**

The rates in the Tender shall be kept open for acceptance for a minimum period of **SIX MONTHS** from latest due date of offer submission (including extension, if any). In case BHEL (Bharat Heavy Electricals Ltd) calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the tenderers.

## **1.9 EXECUTION OF CONTRACT AGREEMENT**

The successful tenderer's responsibility under this contract commences from the date of issue of the Letter of Intent/ Award by Bharat Heavy Electricals Limited. The Tenderer shall submit an unqualified acceptance to the Letter of Intent/ Award within the period stipulated therein.

## **1.10 REJECTION OF TENDER AND OTHER CONDITIONS**

**1.10.1** The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning any reasons whatsoever:-

- a. To reject any or all of the tenders.
- b. To split up the work amongst two or more tenderers as per NIT
- c. To award the work in part if specified in NIT
- d. In case of either of the contingencies stated in (b) and (c) above, the time for completion as stipulated in the tender shall be applicable.

**1.10.2** Conditional tenders, unsolicited tenders, tenders which are incomplete or not in the form specified or defective or have been materially altered or not in accordance with the tender conditions, specifications etc., are liable to be rejected.

**1.10.3** Tenders are liable to be rejected in case of unsatisfactory performance of the tenderer with BHEL, or tenderer under suspension (hold/banning /delisted ) by any unit / region / division of BHEL or tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt of India. The decision of BHEL will be final in this regard.

**1.10.4** If a tenderer who is a proprietor expires after the submission of his tender or after the acceptance of his tender, BHEL may at their discretion, cancel such tender. If a partner of a firm expires after the submission of tender or after the acceptance of the tender, BHEL may then cancel such tender at their discretion, unless the firm retains its character.

**1.10.5** BHEL will not be bound by any Power of Attorney granted by changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognize such power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.

**1.10.6** If the tenderer deliberately gives wrong information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract if awarded and forfeit the Earnest Money/ Security Deposit/ any other money due.

**1.10.7** Canvassing in any form in connection with the tenders submitted by the Tenderer shall make his offer liable to rejection.

**1.10.8** In case the Proprietor, Partner or Director of the Company/ Firm submitting the Tender, has any relative or relation employed in BHEL, the authority inviting the Tender shall be informed of the fact as per specified format, along with the Offer. Failing to do so, BHEL may, at its sole discretion, reject the tender or cancel the contract.

**1.10.9** The successful tenderer should not sub-contract part or complete work detailed in the tender specification undertaken by him without written permission of BHEL's Construction Manager/ Site In charge. The tenderer is solely responsible to BHEL for the work awarded to him.

**1.10.10** The Tender submitted by a techno commercially qualified tenderer shall become the property of BHEL who shall be under no obligation to return the same to the bidder. However unopened price bids and late tenders shall be returned to the bidders.

**1.10.11** Unsolicited discount received after the due date and time of Bid Submission shall not be considered for evaluation. However, if the party who has submitted the unsolicited discount/rebate becomes the L-1 party, then the awarded price i.e contract value shall be worked out after considering the discount so offered.

**1.10.12** BHEL shall not be liable for any expenses incurred by the bidder in the preparation of the tender irrespective of whether the tender is accepted or not.

## **2.0 DEFINITIONS**

**2.1 DEFINITION:** The following terms shall have the meaning hereby assigned to them except where the context otherwise requires

- i. BHEL shall mean Bharat Heavy Electricals Limited (of the respective Power Sector Region inviting the Tender), a company registered under Indian Companies Act 1956, with its Registered Office at BHEL HOUSE, SIRI FORT, NEW DELHI – 110 049, or its Power Sector Regional Offices or its Authorised Officers or its Site Engineers or other employees authorised to deal with any matters with which these persons are concerned on its behalf.
- ii. "EXECUTIVE DIRECTOR" or 'GROUP GENERAL MANAGER' or "GENERAL MANAGER (Incharge)" or "GENERAL MANAGER" shall mean the Officer in Administrative charge of the respective Power Sector Region.
- iii. "COMPETENT AUTHORITY" shall mean Executive Director or Group General Manager or General Manager (Incharge) or General Manager or BHEL Officers who are empowered to act on behalf of the Executive Director or General Manager (Incharge) or General Manager of BHEL.
- iv. "ENGINEER" or "ENGINEER IN CHARGE" shall mean an Officer of BHEL as may be duly appointed and authorized by BHEL to act as "Engineer" on his behalf for the purpose of the Contract, to perform the duty set forth in this General Conditions of Contract and other Contract documents. The term also includes 'CONSTRUCTION MANAGER' or 'SITE INCHARGE' as well as Officers at Site or at the Headquarters of the respective Power Sector Regions.
- v. "SITE" shall mean the places or place at which the plants/equipments are to be erected and services are to be performed as per the specification of this Tender.
- vi. "CLIENT OF BHEL" or "CUSTOMER" shall mean the project authorities with whom BHEL has entered into a contract for supply of equipments or provision of services.

- vii. "CONTRACTOR" shall mean the successful Bidder/Tenderer who is awarded the Contract and shall include the Contractor's successors, heirs, executors, administrators and permitted assigns.
- viii. "CONTRACT" or "CONTRACT DOCUMENT" shall mean and include the Agreement of Work Order, the accepted appendices of Rates, Schedules, Quantities if any, General Conditions of Contract, Special Conditions of Contract, Instructions to the Tenderers, Drawings, Technical Specifications, the Special Specifications if any, the Tender documents, subsequent amendments mutually agreed upon and the Letter of Intent/Award/Acceptance issued by BHEL. Any conditions or terms stipulated by the contractor in the tender documents or subsequent letters shall not form part of the contract unless, specifically accepted in writing by BHEL in the Letter of Intent/Award and incorporated in the agreement.
- ix. "GENERAL CONDITIONS OF CONTRACT" shall mean the 'Instructions to Tenderers' and 'General Conditions of Contract' pertaining to the work for which above tenders have been called for.
- x. "TENDER SPECIFICATION" or "TENDER" or "TENDER DOCUMENTS" shall mean General Conditions, Common Conditions, Special Conditions, Price Bid, Rate Schedule, Technical Specifications, Appendices, Annexures, Corrigendums, Amendments, Forms, procedures, Site information, etc and drawings/documents pertaining to the work for which the tenderers are required to submit their offers. Individual specification number will be assigned to each Tender Specification.
- xi. "LETTER OF INTENT/ AWARD" shall mean the intimation by a Letter/Fax/email to the tenderer that the tender has been accepted in accordance with provisions contained in the letter. The responsibility of the contractor commences from the date of issue of this letter and all terms and conditions of the contract are applicable from this date.
- xii. "COMPLETION TIME" shall mean the period by 'date/month' specified in the 'Letter of Intent/Award' or date mutually agreed upon for handing over of the intended scope of work, the erected equipment/plant which are found acceptable by the Engineer, being of required standard and conforming to the specifications of the Contract.
- xiii. "PLANT" shall mean and connote the entire assembly of the plant and equipments covered by the contract.
- xiv. "MACHINE" shall mean the AC equipment and its auxiliaries or any other equipment deployed by contractor for the execution of contract.
- xv. "EQUIPMENT" shall mean equipment, machineries, materials, structural, electricals and other components of the plant covered by the contract.
- xvi. "TESTS" shall mean and include such test or tests to be carried out on the part of the contractor as are prescribed in the contract or considered necessary by BHEL, in order to ascertain the quality, workmanship, performance and efficiency of the contractor or part thereof.
- xvii. "APPROVED", "DIRECTED" or "INSTRUCTED" shall mean approved, directed or instructed by BHEL.

- xviii. "WORK or CONTRACT WORK" shall mean and include supply of all categories of labour, specified consumables, parts and fixtures along with tackles and Plants required for complete and satisfactory transportation, handling, stacking, storing, erecting, testing and commissioning of the equipments to the entire satisfaction of BHEL.
- xix. "SINGULAR AND PLURALS ETC" words carrying singular number shall also include plural and vice versa, where the context so requires. Words imparting the masculine Gender shall be taken to include the feminine Gender and words imparting persons shall include any Company or Associations or Body of Individuals, whether incorporated or not.
- xx. "HEADING" – The heading in these General Conditions are solely for the purpose of facilitating reference and shall not be deemed to be part thereof or be taken as instructions thereof or of the contract.
- xxi. "MONTH" shall mean calendar month unless otherwise specified in the Tender.
- xxii. Day' or 'Days' unless herein otherwise expressly defined shall mean calendar day or days of twenty four (24) hours each. A week shall mean continuous period of seven (7) days.
- xxiii. "COMMISSIONING" shall mean the synchronisation testing and achieving functional operation of the Equipment with associated system after all initial adjustments, trials, cleaning, re-assembly required at site if any, have been completed and Equipment with associated system is ready for taking into service.
- xxiv. "WRITING" shall include any manuscript type written or hand written or printed statement or electronically transmitted messages, under the signature or seal or transmittal of BHEL.
- xxv. "TEMPORARY WORK" shall mean all temporary works for every kind required in or for the execution, completion, maintenance of the work.
- xxvi. 'CONTRACT PRICE' or 'CONTRACT VALUE' shall mean the sum mentioned in the LOI/LOA/Contract Agreement subject to such additions thereto or deductions there from as may be made under provisions hereinafter contained.
- xxvii. "COMMENCEMENT DATE" or "START DATE" shall mean the commencement/start of work at Site as per terms defined in the Tender.
- xxviii. "SHORT CLOSING" or "FORE CLOSING" of Contract shall mean the premature closing of Contract, for reasons not attributable to the contractor and mutually agreed between BHEL and the contractor.
- xxix. "TERMINATION" of Contract shall mean the premature closing of contract due to reasons as mentioned in the contract.
- xxx. "DE MOBILISATION" shall mean the temporary winding up of Site establishment by Contractor leading to suspension of works temporarily for reasons not attributable to the contractor.
- xxxi. "RE MOBILISATION" shall mean the resumption of work with all resources required for the work after demobilization.

## **2.2 ISSUE OF NOTICE**

### **2.2.1 Service of notice on contractor**

Any notice to be given to the Contractor under the terms of the contract shall be served by sending the same **by Registered Post / Speed Post to** or leaving the same at the Contractor's last known address of the principal place of business (or in the event of the contractor being a company, to or at its Registered Office). In case of change of address, the notice shall be served at changed address as notified in writing by the Contractor to BHEL. Such posting or leaving of the notice shall be deemed to be good service of such notice and the time mentioned to the condition for doing any act after notice shall be reckoned from the date so mentioned in such notice.

### **2.2.2 Service of notice on BHEL**

Any notice to be given to BHEL in-charge/Region under the terms of the Contract shall be served by sending the same by post to or leaving the same at BHEL address or changed address as notified in writing by BHEL to the Contractor.

## **2.3 RIGHTS OF BHEL**

BHEL reserves the following rights in respect of this contract during the original contract period or its extensions if any, as per the provisions of the contract, without entitling the contractor for any compensation.

**2.3.1** To withdraw any portion of work and/or to restrict/alter quantum of work as indicated in the contract during the progress of work and get it done through other agencies to suit BHEL's commitment to its customer or in case BHEL decides to advance the date of completion due to other emergent reasons/ BHEL's obligation to its customer.

**2.3.2.1** To terminate the contract or withdraw portion of work and get it done through other agency, at the risk and cost of the contractor after due notice of a period of 14 days' by BHEL in any of the following cases:

i). Contractor's poor progress of the work vis-à-vis execution timeline as stipulated in the Contract, backlog attributable to contractor including unexecuted portion of work does not appear to be executable within balance available period considering its performance of execution.

ii). Withdrawal from or abandonment of the work by contractor before completion of the work as per contract.

iii). Non-completion of work by the Contractor within scheduled completion period as per Contract or as extended from time to time, for the reasons attributable to the contractor.

iv). Termination of Contract on account of any other reason (s) attributable to Contractor.

v). Assignment, transfer, subletting of Contract without BHEL's written permission.

vi). Non-compliance to any contractual condition or any other default attributable to Contractor.

**Risk & Cost Amount against Balance Work:**

Risk & Cost amount against balance work shall be calculated as follows:

$$\text{Risk \& Cost Amount} = [(A-B) + (A \times H/100)]$$

Where,

A= Value of Balance scope of Work (\*) as per rates of new contract

B= Value of Balance scope of Work (\*) as per rates of old contract being paid to the contractor at the time of termination of contract i.e. inclusive of PVC & ORC, if any.

H = Overhead Factor to be taken as 5

In case (A-B) is less than 0 (zero), value of (A-B) shall be taken as 0 (zero).

\* Balance scope of work (in case of termination of contract):

Difference of Contract Quantities and Executed Quantities as on the date of issue of Letter for 'Termination of Contract', shall be taken as balance scope of Work for calculating risk & cost amount.

Contract quantities are the quantities as per original contract. If, Contract has been amended, quantities as per amended Contract shall be considered as Contract Quantities.

Items for which total quantities to be executed have exceeded the Contract Quantities based on drawings issued to contractor from time to time till issue of Termination letter, then for these items total Quantities as per issued drawings would be deemed to be contract quantities.

Substitute/ extra items whose rates have already been approved would form part of contract quantities for this purpose. Substitute/ extra items which have been executed but rates have not been approved, would also form part of contract quantities for this purpose and rates of such items shall be determined in line with contractual provisions.

However, increase in quantities on account of additional scope in new tender shall not be considered for this purpose.

NOTE: Incase portion of work is being withdrawn at risk & cost of contractor instead of termination of contract, contract quantities pertaining to portion of work withdrawn shall be considered as 'Balance scope of work' for calculating Risk & Cost amount.

**LD against delay in executed work in case of Termination of Contract:**

LD against delay in executed work shall be calculated in line with LD clause, for the delay attributable to contractor. For limiting the maximum value of LD, contract value shall be taken as Executed Value of work till termination of contract.

Method for calculation of "LD against delay in executed work in case of termination of contract" is given below.

i). Let the time period from scheduled date of start of work till termination of contract excluding the period of Hold (if any) not attributable to contractor = T1

ii). Let the value of executed work till the time of termination of contract = X

iii). Let the Total Executable Value of work for which inputs/fronts were made available to contractor and were planned for execution till termination of contract = Y

iv). Delay in executed work attributable to contractor i.e. T2 =  $[1-(X/Y)] \times T1$

v). LD shall be calculated in line with LD clause of the Contract for the delay attributable to contractor taking "X" as Contract Value and "T2" as period of delay attributable to contractor.

**2.3.2.2** In case Contractor fails to deploy the resources as per requirement, BHEL can deploy own/hired/otherwise arranged resources at the risk and cost of the contractor and recover the expenses incurred from the dues payable to contractor. Recoveries shall be actual expenses incurred plus 5% overheads or as defined in TCC.

**2.3.3 Recoveries arising out of Risk & Cost and LD or any other recoveries due from Contractor**

Following sequence shall be applicable for recoveries from contractor:

- a) Dues available in the form of Bills payable to contractor, SD, BGs against the same contract.
- b) Demand notice for deposit of balance recovery amount shall be sent to contractor, if funds are insufficient to effect complete recovery against dues indicated in (a) above.
- c) If contractor fails to deposit the balance amount to be recovered within the period as prescribed in demand notice, following action shall be taken for balance recovery:
  - i) Dues payable to contractor against other contracts in the same Region shall be considered for recovery.
  - ii) If recovery cannot be made out of dues payable to the contractor as above, balance amount to be recovered, shall be informed to other Regions/ Units for making recovery from the Unpaid Bills/ Running Bills/ SD/ BGs/ Final Bills of contractor.
  - iii) In-case recoveries are not possible with any of the above available options, Legal action shall be initiated for recovery against contractor.

**2.3.4** To effect recovery from any amounts due to the contractor under this or any other contract or in any other form, the moneys BHEL is statutorily forced to pay to anybody, due to contractor's failure to fulfill any of his obligations. BHEL shall levy overheads of 5% on all such payments along with interest as defined elsewhere in the terms and conditions.

**2.3.5** While every endeavour will be made by BHEL to this end, they cannot guarantee uninterrupted work due to conditions beyond their control. The Contractor will not be normally entitled for any compensation/ extra payment on this account unless otherwise specified elsewhere in the contract.

**2.4 PENALTY / LIQUIDATED DAMAGES**

In case the vendor is unable to supply and install the AC's within 15 days of award of work, then LD at the rate of 0.5% of the total order value per week of delay or part thereof subject to a maximum of 10% of the total order value of contract value will be applicable.

Penalty @ Rs. 200/- (per AC, per day) can be enforced in the event of non-working of AC for more than 24 hrs.

Penalty of Rs. 500 per incidence can also be imposed on any lapses of agency/his agent/ like misbehaving, consumption of liquor/chewing or smoking tobacco on duty, refusal to provide services, etc .

## **2.5 RESPONSIBILITIES OF THE CONTRACTOR IN RESPECT OF LOCAL LAWS, EMPLOYMENT OF WORKERS ETC.**

The following are the responsibilities of the contractor in respect of observance of local laws, employment of personnel, payment of taxes etc. The subcontractor shall fully indemnify BHEL against any claims of whatsoever nature arising due to the failure of the contractor in discharging any of his responsibilities hereunder:

- 2.5.1** The contractor shall comply with all applicable State and Central Laws, Statutory Rules, Regulations, Notifications, etc. such as Payment of Wages Act, Minimum Wages Act, Workmen Compensation Act, Employer's Liability Act, Industrial Disputes Act, Employers Provident Act, Employees State Insurance Scheme, Contract Labour (Regulation and Abolition) Act, 1970, Payment of Bonus & Gratuity Act, Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Act, 1996, The Building and Other Construction Workers' Welfare Cess Act, 1996 and other Acts, Rules, and Regulations for labour/workers as applicable and as may be enacted by the State Government and Central Govt. during the tenure of the Contract and having force or jurisdiction at Site. The Contractor shall also comply with provisions of and give all such notices to the local Governing Body, Police and other relevant Authorities as may be required by the Law.
- 2.5.2** The contractor shall pay and bear all taxes, fees, license charges, Cess, duties, deposits, royalties, commission or other charges which may be leviable on account of his operations in executing the contract.
- 2.5.3** The contractor shall be responsible for the proper behavior and observance of all regulations by the staff employed by him.
- 2.5.4** The contractor shall ensure that no damage is caused to any person/property of other parties working at site. If any such damage is caused, it is responsibility of the contractor to make good the losses or compensate for the same.
- 2.5.5** In case the contractor is required to undertake any work outside the scope of this contract, the rates payable shall be those mutually agreed upon if the item rates are not mentioned in existing contract.

## **2.6 FORCE MAJEURE**

- 2.6.1** "Force Majeure" shall mean any event beyond the reasonable control of the parties including but not limited to fire, flood, earthquake or other acts of God, war, riots, civil war and restraints of Governing States, as the case may be, and which is unavoidable notwithstanding the reasonable care of the party affected. The following events are explicitly excluded from Force Majeure and are solely the responsibilities of the non-performing party: a) any strike, work-to-rule action, go-slow or similar labour difficulty (b) late delivery of equipment or material (unless caused by Force Majeure event) and (c) economic hardship.
- 2.6.2** If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within 15 (fifteen) days after the occurrence of such event.

**2.6.3** The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed. The Time for Completion shall be extended by a period of time equal to period of delay caused due to such Force Majeure event.

**2.6.4** Delay or non-performance by either party hereto caused by the occurrence of any event of Force Majeure shall not

- Constitute a default or breach of the Contract.
- Give rise to any claim for damages or additional cost or expense occasioned thereby, if and to the extent that such delay or non-performance is caused by the occurrence of an event of Force Majeure.

## **2.7** **ARBITRATION**

**2.7.1** Except as provided elsewhere in this Contract, in case amicable settlement is not reached between the Parties, in respect of any dispute or difference; arising out of the formation, breach, termination, validity or execution of the Contract; or, the respective rights and liabilities of the Parties; or, in relation to interpretation of any provision of the Contract; or, in any manner touching upon the Contract, then, either Party may, by a notice in writing to the other Party refer such dispute or difference to the sole arbitration of an arbitrator appointed by Head of the BHEL Power Sector Region issuing the Contract. It shall not be open to the Contractor to object to such arbitrator only on the ground that such arbitrator is an employee/ ex-employee of BHEL or has dealt with or has expressed any opinion on any issue touching upon the Contract.

The Arbitrator shall pass a reasoned award and the award of the Arbitrator shall be final and binding upon the Parties.

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

**2.7.2** In case of Contract with Public Sector Enterprise (PSE) or a Government Department, the following shall be applicable:-

In the event of any dispute or difference relating to the interpretation and application of the provisions of the Contract, such dispute or difference shall be referred by either Party for arbitration to the sole arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India in-charge of the Department of Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this clause. The award of the arbitrator shall be binding upon the Parties to the dispute, provided, however, any Party aggrieved by such award may make further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the Parties hereto finally and conclusively.

**2.7.3** The cost of arbitration shall be borne equally by the Parties.

2.7.4 Notwithstanding the existence or any dispute or differences and / or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of its obligations under this Contract with due diligence and expedition in a professional manner.

**2.8 JURISDICTION OF COURT**

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

**2.9 LAWS GOVERNING THE CONTRACT**

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

**2.10 SUSPENSION OF BUSINESS DEALINGS**

BHEL reserves the right to take action against Contractors who either fail to perform or Tenderers/ Contractor who indulge in malpractices, by suspending business dealings with them in line with BHEL guidelines issued from time to time.

**2.11 Mode of award of work will be**

2.11.1 The scope of work consist of “Hiring of 1.5 Ton Split ACs for installation at PSNR, CDT & CLD Office Building”. However there will be four separate packages as below.

- A) Package – I :- CLD 1.
- B) Package-II :- CLD 2.
- C) Package-III :- CDT & PSNR.
- D) Package-IV :- PSNR.

2.11.2 BOQ of all 04 packages are as below.

**(A) Package – I :- CLD 1.**

Sr. No.	Description	Unit	nos
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR,	Nos	39
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPLINES AS REQUIRED DURING INSTALLATION.	Nos	39
3	SUPPLY OF SJCTION & DISCHARGE COPPER PIPELINES COM BINED WITH FOAM INSULATION AND ELECTRICAL CABLE (Including all bends, bolts, joints etc) (In excess of standard 10 feet available with AC, Price is per feet)	FT.	158.4

**(B) Package – II :- CLD 2.**

Sr. No.	Description	Unit	nos
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR,	Nos	39
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPLINES AS REQUIRED DURING INSTALLATION.	Nos	39
3	SUPPLY OF SJCTION & DISCHARGE COPPER PIPELINES COM BINED WITH FOAM INSULATION AND ELECTRICAL CABLE (Including all bends, bolts, joints etc) (In excess of standard 10 feet available with AC, Price is per feet)	FT.	158.4

**(C) Package – III :- CDT & PSNR.**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Nos.</b>
1	PROVIDING 1.5 TON SPLIT AC (3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR,	Nos	27
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPELINES AS REQUIRED DURING INSTALLATION.	Nos	27

**(D) Package – IV :- PSNR.**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Nos.</b>
1	PROVIDING 1.5 TON SPLIT AC (3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR,	Nos	27
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPELINES AS REQUIRED DURING INSTALLATION.	Nos	27

**2.11.3 PROCEDURE FOR AWARDING PACKAGES:-**

The above four packages shall be awarded to four separate contractors as per procedure given below.

- a. The L-1 bidder shall be awarded Package-I i.e CLD 1.
- b. For the award of package- II, III & IV, next bidder in the order of Price Competitiveness (i.e. L-2, L-3, L-4 and hence forth) shall be given an opportunity to match the awarded L-1 rate.
- c. If L-2 bidder does not agree to match L-1 rate, then L-3 bidder shall be approached to match the awarded L-1 rate for Package- II. If L-3 bidder does not agree to match L-1 rate, then L-4 bidder shall be approached to match the awarded L-1 rate for Package II and so on.
- d. For awarding of Package III & IV, procedure as mentioned in sl. no. b & c will be followed on.
- e. If out of 04 packages, any package will be left out without awarding, then re-tendering will be resorted to.

**3.0 SCOPE OF WORK:**

- Vendor will be required to provide and install 1.5 Ton Split AC's make of reputed brands like Blue Star, Carrier, O-General, Hitachi, Daikin, Voltas, Samsung,. Air conditioners to be installed shall be of 3 star and above rating for the office premises of BHEL PSNR, CDT & CLD Office Building at Plot No 25 Sector 16A Noida.
- There are four (4) floor in the office. The outdoor units of the split ACs shall be fitted / installed for ground & first floor ACs, at ground floor and for second & third floor ACs, at roof top.
- **Vendor/ Supplier is required to visit in office for complete knowledge of locations of ACs prior to submission of bid. Vendor/ Supplier has to submit the form-1 "Declaration confirming knowledge about Site conditions / locations of ACs" at BHEL office ( PSNR, CDT & CLD).**

The details requirement of split ACs and additional copper wiring is as below.

Sr. No.	Office	Nos of Split ACs required	Additional copper pipe (Approx.)
1	CLD	78	316.8 ft
2	PSNR	46	
3	CDT	8	
	Total	132	316.8 ft

The details of AC's requirement w.r.t floor wise.

Sr. No.	Floor/ Office	PSNR	CLD	CDT	Total for floor wise
1	Ground	5	4		9
2	Frist floor	15	12		27
3	Second floor	10	23	8	41
4	Third floor	16	39		55
	Total	46	78	8	<b>132</b>
	Grand total	<b>132</b>			

The detailed scope is as below :

- i) All split ACs should be in good and running condition.
- ii) All AC's to be installed in the office premises shall be of reputed brands like Blue Star, Carrier, O-General, Hitachi, Daikin, Voltas, and Samsung. Air conditioners to be installed shall be of 3 star and above rating.
- iii) Repair and Maintenance of above machines along with machine spares and associated equipment will be the sole responsibility of the vendor. All complaints related to failure or nonfunctioning of the AC shall be attended within 1 working day.
- iv) Successful bidders shall do one preventive maintenance and all call for attendance during every month till the contract is in force.
- v) BHEL will provide power for the AC's and other equipment's used for repair etc.
- vi) Supply of suction & discharge copper pipelines combined with foam insulation and electrical cable (Including all bends, bolts, joints etc.) (In excess of standard 10 feet available with AC, Price is per feet) shall be paid @ Rs 280.821 per feet. This item shall be used/paid only If required.
- vii) Insurance & other miscellaneous charges will be borne by the vendor.
- viii) The rate quoted should be inclusive of all maintenance and repairs. No separate charges will be paid for any other parts/labour, amc etc.
- ix) The rates quoted shall be all inclusive basis, payable for actual quantities executed/ actual ACs installation in BHEL PSNR/ CDT/ CLD office. Rates shall be FIRM for the entire period of contract and no upwards revision will be allowed.
- x) Vendor shall indemnify BHEL against any loss, damage, injury etc. to their machines and equipments installed or the manpower deployed in BHEL, for the entire period of the contract.
- xi) The contractor is required to complete the installation of all AC's within 15 days from the date of issue of LOA unless BHEL decides to fix any other later date. All the work shall be carried out under the direction and to the satisfaction of BHEL.
- xii) The contractor should also comply with all applicable statutory regulations issued by the govt from time to time. BHEL in no way be responsible for any liability arising due to non-compliance

of any statutory requirements/ regulations.

- xiii) In case of breakdown/ servicing/ repair of any AC, the contractor shall provide alternate AC if the downtime is more than 24 hours. If AC's are not working or in case of failure to execute any work as per contract, BHEL may get the work done from other sources at the risk and cost of the contractor.
- xiv) BHEL reserves the right to verify the correctness of any of the documents like Service Tax, etc. submitted by the bidder.
- xv) The Contractor shall indemnify and compensate the Company, if the Company as Principal Employer under the Contract Labour (Regulation and Abolition) Act, 1970 becomes liable to assume any liability towards the workforce engaged by the contractor. In that event, the provisions relating to recover as provided in relevant clauses of the said Act shall be applicable in Toto.
- xvi) The Contractor shall be held responsible for any damage / loss to the work premises / or the properties of the Company (Le. missing or broken fittings, equipment, furniture etc. and loss of such things) caused due to the negligence of his workforce and shall have to replace the same at his own cost. The decision of the officer nominated in this regard by the Company for fact finding shall be final and binding on the Contractor
- xvii) In case, while on duty and during the course of engagement in work premises of the Company under this Agreement, if any of the Contractor's workforce meet (s) with any injury / indisposition due to accident or other natural calamities, the Contractor shall ensure that immediate and adequate medical aid viz., first -aid and subsequent treatment facilities are provided to the person(s) concerned free of cost without fail. In addition, the Contractor shall also be liable for meeting with statutory liabilities like ESI, insurance etc. No claim(s) for the above shall be admissible by BHEL in any case.
- xviii) The contractor will be solely responsible for any unlawful act of their workforce while on duty. In case of theft or loss of Company's property take place due to the negligence or carelessness of workforce, the contractor will be responsible and shall make good of the same.
- xix) The contractor will accept full and exclusive liability for the consolidated wages, PF, ESI, bonus, for the personnel deployed by the contractor under this contract and other obligations referred under the law now and thereafter imposed by the Government / Local Bodies.
- xx) If at any time during the period of contract, it is observed by the Company or his authorized representative that the services rendered by the contractor's workforce are not up to the satisfaction of the Company or any terms of the contract are violated and contractor does not respond for improvement of the same. In such situation **BHEL** reserves the right to terminate the contract with a notice period of 15 days and may deduct the cost of the above mentioned unsatisfactory work from his bill or for recovery may forfeit the Security Deposit in part of full as the case may be.

### **3.2 QUANTITY VARIATION**

The quantities given in the contract are tentative and may vary by +/-30 % (both in plus side and minus side). The quoted rates for individual items shall remain firm irrespective of any variations in the individual quantities. No compensation whatsoever becomes payable in case the variation of the final executed contract values.

### **3.3 Period of Contract-**

The period of contract will be 1 ( one) year from the date of commencement of the contract. The date of commencement of contract will be taken as the date of completion of first time

installation of all the AC's as per LOA or as per direction of BHEL Engineer-In charge. The time period of contract may be extended mutually further on the same rates and terms & conditions of the contract.

#### **3.4 Initial Mobilization**

After receipt of LOA, Vendor will discuss with BHEL Engineer-In charge regarding installation of ACs. Vendor shall mobilize/ install all the ACs within 15 days from date of work order or as per direction from BHEL Engineer-In charge. All the work shall be carried out under the direction and to the satisfaction of BHEL.

#### **3.5 Desirable Qualities of Deployed Personnel:**

- (i) Shall be gentle, polite, courteous and well-dressed while on duty.
- (ii) Must maintain office decorum and should not be in drunken condition while on duty.
- (iii) Should be physically fit and punctual at work.
- (iv) Should have good knowledge of the work area.

#### **4.0 PAYMENT TERMS**

In case of award of work w.r.t package wise, payment as mentioned in the Annexure- III, IV, V & VI will be paid against each packages (i.e. package-I, II, III, IV). The rate of BOQ Items shall be released within 10 days after receipt of bills along with all documents.

- a) 100 % rental payment (monthly) for AC's will be paid as per Sr. No.:- 1 of Annexure- III, IV, V & VI against packages. First payment for the AC will be released only after successful installation of all ACs.
- b) 100% payment for Installation of AC's will be made after the successful installation of split AC as per rate schedule of Sr. No 2 of Annexure :- III, IV, V & VI against packages.
- c) 100% payment for supply of Copper pipelines (over standard length of 10 feet) for suction & discharge combined with foam insulation and electrical cable (Including all bends, bolts, joints etc) in excess of standard 10 feet supplied with AC will be made as mentioned in Sr. No. 3 of Annexure III & IV only.

The bills and relevant documents shall be submitted to **BHEL-PSNR-Admin Deptt.** for payment. No advance money will be paid under any circumstances. No interest will be paid under any circumstances and also no interest will be paid due to delay in making the payment. BHEL shall settle the bills after deducting all liabilities of Contractor to BHEL. The bills should be submitted along with all supporting documents (if any) for its payment.

The maintenance cost inclusive of spares and consumables, including gas, scheduled maintenance, other parts, labour etc, payment of wages to the deployed manpower, etc. are the responsibility of the vendor and will be borne by the vendor. BHEL will not accept any claim of any of the above liabilities for the running or repair of AC's.

Vendor/ supplier shall be solely responsible for payment of wages/ salaries and allowances to his personnel that might become applicable under any act or order of Govt. from time to time during the validity of contract. BHEL shall have no liability whatsoever on this account (i.e. statutory compliances of manpower deployed including the wages, allowances, insurance and extra hour's charges etc. of the manpower deployed).

Once the contract is entered the prices as per schedule shall remain fixed for the entire period of contract duration and will not vary on any account whatsoever be the reason. However, any changes in quantum of GST if applicable due to statutory variation, the same shall be admissible during the contract.

## **5.0 TAXES & DUTIES**

**5.1** The contractor shall pay all (save the specific exclusions as enumerated in this clause) taxes, fees, license, charges, deposits, duties, tools, royalty, commissions, other charges, etc. which may be levied on the input goods & services consumed and output goods & services delivered in course of his operations in executing the contract. In case BHEL is forced to pay any of such taxes/duties, BHEL shall have the right to recover the same from his bills or otherwise as deemed fit.

However, provisions regarding GST on output supply (goods/service) and TDS/TCS as per Income Tax Act shall be as per following clauses.

### **5.2 GST (Goods and Services Tax)**

**5.2.1** GST as applicable on output supply (goods/services) are excluded from contractor's scope; therefore, contractor's price/rates shall be exclusive of GST. Reimbursement of GST is subject to compliance of following terms and conditions. BHEL shall have the right to deny payment of GST and to recover any loss to BHEL on account of tax, interest, penalty etc. for non-compliance of any of the following condition.

**5.2.2** The admissibility of GST, taxes and duties referred in this chapter or elsewhere in the contract shall be limited to direct transactions between BHEL & its Contractor. BHEL shall not consider GST on any transaction other than the direct transaction between BHEL & its Contractor.

**5.2.3** Contractor shall obtain prior written consent of BHEL before billing the amount towards such taxes. Where the GST laws permit more than one option or methodology for discharging the liability of tax/levy/duty, BHEL shall have the right to adopt the appropriate one considering the amount of tax liability on BHEL/Client as well as procedural simplicity with regard to assessment of the liability. The option chosen by BHEL shall be binding on the Contractor for discharging the obligation of BHEL in respect of the tax liability to the Contractor.

**5.2.4** Contractor has to submit GST registration certificate of the concerned state. Contractor also needs to ensure that the submitted GST registration certificate should be in active status during the entire contract period..

**5.2.5** Contractor/Vendor has to issue invoice indicating HSN/SAC code, Description, Value, Rate, applicable tax and other particulars in compliance with the provisions of relevant GST Act and Rules made thereunder.

**5.2.6** Vendor has to submit GST compliant invoice within seven days from the due date of invoice as per GST Law. In case of delay, BHEL reserves the right of denial of GST payment if there occurs any hardship to BHEL in claiming the input thereof. In case of goods, vendor has to provide scan copy of invoice & GR/LR/RR to BHEL before movement of goods starts. Special care should be taken in case of month end transactions

**5.2.7** Vendor has to ensure that invoice in respect of such services which have been provided/completed on or before end of the month should not bear the date later than last working day of the month in which services are performed.

**5.2.8** Subject to other provisions of the contract, GST amount claimed in the invoice shall be released on fulfilment of all the following conditions by the Contractor: -

- a. Supply of goods and/or services have been received by BHEL.
- b. Original Tax Invoice has been submitted to BHEL.
- c. Contractor/ Vendor has submitted all the documents required for processing of bill as per contract/ purchase order/ work order.
- d. In cases where e-invoicing provision is applicable, vendor/contractor is required to submit invoice in compliance with e-invoicing provisions of GST Act and Rules made thereunder.
- e. Contractor has filed all the relevant GST return (e.g. GSTR-1, GSTR-3B, etc.) pertaining to the invoice submitted and submit the proof of such return along with immediate subsequent invoice. In case of final invoice/ bill, contractor has to submit proof of such return within fifteen days from the due date of relevant return.
- f. Respective invoice has appeared in BHEL's GSTR - 2A for the month corresponding to the month of invoice. Alternatively, BG of appropriate value may be furnished which shall be valid at least one month beyond the due date of confirmation of relevant payment of GST on GSTN portal or sufficient security is available to adjust the financial impact in case of any default by the contractor.
- g. Contractor has to submit an undertaking confirming the payment of all due GST in respect of invoices pertaining to BHEL.

**5.2.9** Any financial loss arises to BHEL on account of failure or delay in submission of any document as per contract/purchase order/work order at the time of submission of Tax invoice to BHEL, shall be deducted from contractor's bill or otherwise as deemed fit.

**5.2.10** TDS as applicable under GST law shall be deducted from contractor's bill.

**5.2.11** Contractor shall comply with the provisions of e-way bill wherever applicable. Further wherever provisions of GST Act permits, all the e-way bills, road permits etc. required for transportation of goods needs to be arranged by the contractor.

**5.2.12** Contractor shall be solely responsible for discharging his GST liability according to the provisions of GST Law and BHEL will not entertain any claim of GST/interest/penalty or any other liability on account of failure of contractor in complying the provisions of GST Law or discharging the GST liability in a manner laid down thereunder.

**5.2.13** In case declaration of any invoice is delayed by the vendor in his GST return or any invoice is subsequently amended/alterd/deleted on GSTN portal which results in any adverse financial implication on BHEL, the financial impact thereof including interest/penalty shall be recovered from the Contactor's due payment.

**5.2.14** Any denial of input credit to BHEL or arising of any tax liability on BHEL due to non-compliance of GST Law by the Contractor in any manner, will be recovered along with liability on account of interest and penalty (if any) from the payments due to the Contactor.

**5.2.15** In the event of any ambiguity in GST law with respect to availability of input credit of GST charged on the invoice raised by the contractor or with respect to any other matter having impact on BHEL, BHEL's decision shall be final and binding on the contractor.

**5.2.16 Variation in Taxes & Duties:**

Any upward variation in GST shall be considered for reimbursement provided supply of goods and services are made within schedule date stipulated in the contract or approved extended schedule

for the reason solely attributable to BHEL. However downward variation shall be subject to adjustment as per actual GST applicability.

In case the Government imposes any new levy/tax on the output service/goods after price bid opening, the same shall be reimbursed by BHEL at actual. The reimbursement under this clause is restricted to the direct transaction between BHEL and its contractor only and within the contractual delivery period only.

In case any new tax/levy/duty etc. becomes applicable after the date of Bidder's offer but before opening of the price Bid, the Bidder/Contractor must convey its impact on his price duly substantiated by documentary evidence in support of the same before opening of price bid. Claim for any such impact after opening the price bid will not be considered by BHEL for reimbursement of tax or reassessment of offer.

### **5.3 Income Tax:**

**TDS/ TCS as applicable under Income Tax Act, 1961 or rules made thereunder shall be deducted/collected from contractor's bill.**

### **6.0 SUB-CONTRACT:**

The vendor shall not sublet any portion of the contract without the prior written approval of BHEL.

### **7.0 COMPLIANCE TO REGULATIONS AND BYE-LAWS**

The Service Provider shall confirm to the provisions of any statute relating to the work and regulations and Bye- laws of any local authority. The Service Provider shall be bound to give all notices required by statutory regulations or by-laws as aforesaid and to pay all fees and taxes payable to any authority in respect thereof.

### **8.0 INSURANCE**

BHEL shall not entertain any claim arising out of any damage caused due to fire, flooding, short circuiting, and any natural calamity or due to long time use. The insurance of the machines shall be in the scope of the vendor.

Vendor shall also take adequate workmen compensation insurance, as required by law, for the workmen deployed in BHEL premises for the execution of the contract.

The above are only an illustrative list of insurance covers normally required and it will be the sole responsibility of Service Provider to maintain all necessary insurance coverage to the extent both in time and amount to take care of all his liabilities either direct or indirect in pursuance to the contract

### **9.0 ACCIDENTS/ DAMAGES CLAIMS LIABILITIES**

In event of any accident or damages caused to or due to equipments deployed by the contractor, BHEL shall be completely free from any liability of any nature connected with the accident/ damage(s). Service Provider himself will be fully and exclusively responsible for any damage caused to any equipment or any personal injury to workforce deployed or any other person in employment of Service Provider. This includes any third party claims.

However, if damage or loss is incurred to BHEL property and/or its employees, as a result of any accident or any other reason involving failure of equipment (under normal course of function), sustain any damage, Service Provider shall reimburse on demand and without any demur the compensation/damages to BHEL and/or BHEL employee(s).

BHEL shall not be responsible for any claim/compensation that arises due to damages/ injuries/ pilferage to the Service Provider's equipment/property, under any circumstances.

Service Provider may safeguard his interest through insurance at his own cost. However, BHEL's claim cannot be linked with payment by any such insurance(s) and Service Provider shall directly be liable to pay BHEL's claim. BHEL's claim can also not be linked with the outcome of the verdict of any tribunal or judicial authority, where the case might be pending

#### **10.0 OTHER IMPORTANT TERMS**

**10.1 PVC and ORC Clause: Not applicable.**

**UN-PRICE SCHEDULE**

<b>Sl. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Yearly unit rate (in Rs.)</b>
1	Hiring and Installation of 1.5 T split AC for 1 year. (A)	Nos	1	

**Note.**

1. One-time installation charges per AC and yearly rate of hiring of one AC shall be calculated as per Annexure-II.
2. One-time installation charges per AC and yearly rate of hiring of one AC shall be fixed till completion of contract.
3. For supply of additional copper pipe, payments shall be made on actual basis. After completion of the contract, the additional copper pipe shall be the property of BHEL.
4. Bidder to quote the "Hiring and Installation of 1.5 T split AC for 1 year." in their offer.
5. Based on the above unit rate, total price for individual Packages as detailed in Annexure – III, IV, V & VI of Tender terms & conditions shall be calculated.

**Annexure-II****RATE SCHEDULE**

<b>Sl. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Factor</b>	<b>Yearly unit rate = (A X factor )</b>	<b>Yearly Total Amount ( Rs.)</b>
A (i)	<b>Hiring of Split ACs:</b> PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR, (includes all fittings and installation of additional copper pipelines as required . No separate labour/material charges will be paid, except as for Sr. No A (ii).	Nos	1	0.825239		
<b>Sl. No.</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Factor</b>	<b>Unit rate = (A X factor )</b>	<b>Total Amount ( Rs.)</b>
A (ii)	<b>Installation of Split ACs:</b> INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPLINES AS REQUIRED DURING INSTALLATION. ALL LABOUR, CHARGES, EQUIPMENTS, BOLTS ETC WILL BE BORNE BY THE BIDDER	Nos	1	0.174761		

**Note**

1. Monthly rate of hiring of one AC shall be calculated as [Yearly Unit rate of A (i) / 12].
2. One time installation charges per AC shall be paid as per unit rate of A (ii).

**Annexure- III****BOQ Cum RATE SCHEDULE for Package -I (CLD-1)**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>nos</b>	<b>Unit rate</b>	<b>Amount</b>
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR	Nos	39		
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPELINES AS REQUIRED DURING INSTALLATION.	Nos	39		
3	SUPPLY OF SUCTION & DISCHARGE COPPER PIPELINES COMBINED WITH FOAM INSULATION AND ELECTRICAL CABLE (Including all bends, bolts, joints etc) (In excess of standard 10 feet available with AC, Price is per feet)	FT.	158.4	280.821	44,482.0464
	Total				

**Note**

1. Monthly rate of hiring of one AC shall be calculated as [Yearly Unit rate of A (i) / 12].
2. One time installation charges per AC shall be paid as per unit rate of A (ii).
3. For supply of additional copper pipe, payments shall be made on actual basis. After completion of the contract, the additional copper pipe shall be the property of BHEL.
4. The quantity mentioned for additional copper pipe 158.4 ft is tentative. This may increase or decrease up to actual requirement. Bidder has to install the additional piping after the approval of BHEL.

**Annexure-IV****BOQ Cum RATE SCHEDULE for Package -II (CLD-2)**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>nos</b>	<b>Unit rate</b>	<b>Amount</b>
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR.	Nos	39		
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPELINES AS REQUIRED DURING INSTALLATION.	Nos	39		
3	SUPPLY OF SUCTION & DISCHARGE COPPER PIPELINES COMBINED WITH FOAM INSULATION AND ELECTRICAL CABLE (Including all bends, bolts, joints etc) (In excess of standard 10 feet available with AC, Price is per feet)	FT.	158.4	280.821	44,482.0464
	Total				

**Note**

1. Monthly rate of hiring of one AC shall be calculated as [Yearly Unit rate of A (i) / 12].
2. One time installation charges per AC shall be paid as per unit rate of A (ii).
3. For supply of additional copper pipe, payments shall be made on actual basis. After completion of the contract, the additional copper pipe shall be the property of BHEL.
4. The quantity mentioned for additional copper pipe 158.4 ft is tentative. This may increase or decrease up to actual requirement. Bidder has to install the additional piping after the approval of BHEL.

**Annexure-V**

**BOQ Cum RATE SCHEDULE for Package -III (CDT & PSNR)**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>nos</b>	<b>Unit rate</b>	<b>Amount</b>
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR	Nos	27		
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPELINES AS REQUIRED DURING INSTALLATION.	Nos	27		
	Total				

**Note**

1. Monthly rate of hiring of one AC shall be calculated as [Yearly Unit rate of A (i) / 12].
2. One time installation charges per AC shall be paid as per unit rate of A (ii).

**Annexure-VI**

**BOQ Cum RATE SCHEDULE for Package -IV (PSNR)**

<b>Sr. No.</b>	<b>Description</b>	<b>Unit</b>	<b>nos</b>	<b>Unit rate</b>	<b>Amount</b>
1	PROVIDING 1.5 TON SPLIT AC ( 3 STAR AND ABOVE) INCLUDING ACCESSORIES IF ANY AND 10 FEET STANDARD COPPER PIPELINES, INCLUDING MAINTENANCE AND REPAIRS FOR 1 YEAR.	Nos	27		
2	INSTALLATION CHARGES OF 1.5 TON SPLIT AC (ONE TIME) INCLUDES FITTING OF EXTRA COPPER PIPLINES AS REQUIRED DURING INSTALLATION.	Nos	27		
	Total				

**Note**

1. Monthly rate of hiring of one AC shall be calculated as [Yearly Unit rate of A (i) / 12].
2. One time installation charges per AC shall be paid as per unit rate of A (ii).

**DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS/ LOCATION OF ACs IN  
BHEL OFFICE**

(To be typed and submitted in the Letter Head of the Company/ Firm of Bidder)

-----

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Declaration confirming knowledge about Site conditions / locations of ACs at BHEL Office.

Ref : 1) NIT/Tender Specification No: .....,

2) All other pertinent issues till date

I/We, \_\_\_\_\_ hereby declare and confirm that we have visited the BHEL Office (PSNR, CLD& CDT) as referred in BHEL Tender Specifications and acquired full knowledge and information about the conditions including location, where we have to install the split AC as well as its outer unit, Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Office. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions/ location of ACs. I/We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

(Signature, Date & Seal of  
Authorized Representative of  
Bidder)

Date:

Place:

Rev 01

1<sup>st</sup> June  
2012

# FORMS & PROCEDURES

(Document No. PS:MSX:F&P)

BHARAT HEAVY ELECTRICALS  
LIMITED



**OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER**  
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

Offer Reference No:.....

Date:.....

To,

(Write Name &amp; Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Submission of Offer against Tender Specification No: .....

I/We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited, Power Sector-....., in accordance with the terms and conditions thereof.

I/We have carefully perused the following listed documents connected with the above work and agree to abide by the same.

1. Amendments/Clarifications/Corrigenda/Errata/etc issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Price Bid
4. Technical Conditions of Contract
5. Special Conditions of Contract
6. General Conditions of Contract
7. Forms and Procedures

Should our Offer be accepted by BHEL for Award, I/we further agree to furnish 'Security Deposit' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

I/We further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

I/We have deposited/depositing herewith the requisite Earnest Money Deposit (EMD) as per details furnished in the Check List.

**Authorised Representative of Bidder**

Signature :

Name :

Address :

Place:

Date:

**DECLARATION BY AUTHORISED SIGNATORY OF BIDDER**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

---

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration by Authorised Signatory**

Ref : 1) NIT/Tender Specification No: .....,

2) All other pertinent issues till date

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorised to represent on behalf of my Company/Firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized  
Signatory of the Bidder)

Date:

Enclosed : Power of Attorney

**DECLARATION BY AUTHORISED SIGNATORY OF BIDDER**  
(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

---

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration by Authorised Signatory regarding Authenticity of submitted documents.**

Ref : 1) NIT/Tender Specification No: .....,  
2) All other pertinent issues till date

I/We, hereby certify that all the documents submitted by us in support of possession of “Qualifying Requirements” are true copies of the original and are fully compliant required for qualifying / applying in the bid and shall produce the original of same as and when required by Bharat Heavy Electricals Limited.

I / We hereby further confirm that no tampering is done with documents submitted in support of our qualification as bidder. I / We understand that at any stage (during bidding process or while executing the awarded works) if it is found that fake / false / forged bid qualifying / supporting documents / certificates were submitted, it would lead to summarily rejection of our bid / termination of contract. BHEL shall be at liberty to initiate other appropriate actions as per the terms of the Bid / Contract and other extant policies of Bharat Heavy Electricals Limited.

Yours faithfully,

(Signature, Date & Seal of Authorized  
Signatory of the Bidder)

Date:

## NO DEVIATION CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

---

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **No Deviation Certificate**

Ref : 1) NIT/Tender Specification No: .....,

2) All other pertinent issues till date

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website/ issued by BHEL and in case of such observance at any stage, it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions, unqualified compliance to Tender Conditions, Integrity Pact (if applicable) and acceptance to Reverse Auctioning process.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorized  
representative of the bidder)

**DECLARATION FOR RELATION IN BHEL**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

-----

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration for relation in BHEL**

Ref : 1) NIT/Tender Specification No: .....,

I/We hereby submit the following information pertaining to relation/relatives of Proprieter/Partner(s)/Director(s) employed in BHEL

**Tick(√) any one as applicable:**

1. The Proprieter, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprieter, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)

(ii)

Signature of the Authorised Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable against the Bidder/Contractor.

## NON DISCLOSURE CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

---

## NON DISCLOSURE CERTIFICATE

I/We understand that BHEL PS \_\_ is committed to Information Security Management System as per their Information Security Policy.

Hence, I/We M/s.....  
who are submitting offer for providing services to BHEL PS \_\_ against  
Tender Specification No: \_\_\_\_\_,  
hereby undertake to comply with the following in line with Information  
Security Policy of BHEL PS \_\_, \_\_\_\_\_

- To maintain confidentiality of documents & information which shall be used during the execution of the Contract.
- The documents & information shall not be revealed to or shared with third party which shall not be in the business interest of BHEL PS\_\_.

(Signature, date & seal of Authorized  
Signatory of the bidder)

Date:

### **BANK ACCOUNT DETAILS FOR E-PAYMENT**

(To be given on Letter head of the Company /Firm of Bidder, and **ENDORSED (SIGNED & STAMPED) BY THE BANK** to enable BHEL release payments through Electronic Fund Transfer (EFT/RTGS))

---

1. Beneficiary Name :
2. Beneficiary Account No. :
3. Bank Name & Branch :
4. City/Place :
5. 9 digit M ICR Code of Bank Branch :
6. IFSC Code of Bank Branch :
7. Beneficiary E-mail ID :  
(for payment confirmation)

NOTE: In case Bank endorsed certificate regarding above has already been submitted earlier, Kindly submit photocopy of the same

**FORMAT FOR SEEKING CLARIFICATION**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name &amp; Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Request for Clarification**

Ref : 1) NIT/Tender Specification No: .....,

2) All other pertinent issues till date

Sl no	Reference clause of Tender Document	Existing provision	Bidder's query	BHEL's clarification
1				
2				
3				
4				
5				
6				

Yours faithfully,

(Signature, date &amp; seal of Authorized Representative of the Bidder)

**POWER OF ATTORNEY for SUBMISSION OF TENDER/SIGNING CONTRACT AGREEMENT (To be typed on non-judicial stamp paper of minimum Rs. 100/- and Notarized)**

KNOW ALL MEN BY THESE PRESENTS, that I/We do hereby make, nominate, constitute and appoint Mr ..... , whose signature given below herewith to be true and lawful Attorney of M/s..... hereinafter called 'Company', for submitting Tender/entering into Contract and inter alia, sign, execute all papers and to do necessary lawful acts on behalf of Company with M/s Bharat Heavy Electricals Ltd, Power Sector \_\_\_\_\_ Region, \_\_\_\_\_, in connection with .....  
.....  
..... vide Tender Specification No : \_\_\_\_\_, dated \_\_\_\_\_.

And the Company do hereby agree to ratify and confirm all acts, deeds, things or proceedings as may be lawfully done by the said attorney and by or on behalf of the company and in the name of the company, by virtue of the powers conferred herein and the same shall be binding on the company and shall have full force and effect.

IN WITNESS WHEREOF the common seal of the company has been hereunto affixed in the manner hereinafter appearing on the document.

Dated at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_

Director/CMD/Partner/Proprietor

Signature of Mr.....(Attorney)

Attested by: Director/CMD/Partner/Proprietor

Witness

Notary Public