

**Bharat Heavy Electricals Limited**

(A Government of India Undertaking)

BOILER AUXILIARIES PLANT**RANIPET – 632 406, INDIA**

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MAINTENANCE & SERVICES DEPARTMENT**REGISTERED POST WITH ACK.DUE**

NOTICE INVITING TENDER	
Tender Notice No	BAP:M&S:TE:EL:12:029 DT:27.03.2013
Name of work	SERVICING OF 2 X 1000KVA & 1 X 500KVA DG SET ALTERNATORS.
Period of work	10 Days for each alternator.
Earnest Money Deposit (EMD) Amount	Rs. 10,000/- (Rs. Ten Thousand only)
Last date & Time for Receipt of the Tender	10.04.2013, 14.30 Hrs.
Date of Tender Opening	10.04.2013, 14.30 Hrs on wards.
Place of submission of Tender	Tender Box placed in M&S Office, BHEL –BAP ,Ranipet – 632 406
Address on the Sealed Tender Cover to be:	SENIOR MANAGER / M&S PLANNING & ES M &S DEPARTMENT BHARAT HEAVY ELECTRICALS LIMITED RANIPET – 632 406 VELLORE DISTRICT TAMIL NADU
Venue of the Tender Opening	M&S Conference hall

Important Note:

- 1) Vendors registered with other BHEL units for similar work are only to quote with evidence.
- 2) Un registered vendors will be considered for the next tender subjected to their eligibility.
- 3) The Tender documents can be down loaded from BHEL website (http://www.bhel.com/tender/list_tender.php) and Govt tender web site: <http://tenders.gov.in/> and also in Central Public Procurement Portal (CPP) website: <http://eprocure.gov.in/epublish/app>.
- 4) All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the web pages (www.bhel.com > Tender notifications > view corrigendum) only. Bidders shall keep themselves updated with all the such developments.

Issued to Messers/Thiru**ISSUING OFFICER**

GENERAL INSTRUCTIONS TO TENDERERS

- 1) Tenders must be submitted **in sealed covers** and should be addressed to

**Senior Manager /M&S planning & ES,
M&S Department,
Bharat Heavy Electricals Limited,
RANIPET – 632 406.**

Bidders are requested to submit their offers 'in a sealed cover' consisting of two inner sealed covers such as (1) EMD cover containing DD, (2) Technical/ commercial cover, all super scribing the Name, Address of the bidder , name of work, Tender notice number, Due date etc.

- 2) Sealed Tenders will be received up to **14.30 Hrs. on 10.04.2013** in the prescribed form and will be opened on **10.04.2013 at 14.30 Hrs on wards** at M&S Conference Hall in the presence of such of those tenderers or their agents who may choose to attend, with authorization letter.
- 3) Tender documents received after the due date and time will be summarily rejected and BHEL will not be responsible for any postal delay.
- 4) EMD cover shall contain requisite EMD in the form of DD. Tenderers who had already remitted one time EMD should furnish the details of Cash Receipt No., Date on the top of the EMD cover. Tender without EMD / one time EMD reference will be summarily rejected and the offer shall not be considered. EMD in any other form except DD will not be accepted.
- 5) The bid cover shall contain all the document duly filled in and signed by the bidder in all the pages. The tenderer has to quote most competitive rates for all the items in the Bill of Materials. The completed bid along with requisite EMD of Rs 10,000 /- for the work in the form off Demand Draft drawn from any Nationalized bank, in favor of 'Manager / Finance, BHEL, Ranipet' payable at SBI, Mukundarayapuram Branch (Code : 7013) shall reach the Office of the undersigned on or before 10.04.2013 at 14.30 Hrs. Tenderers who have already remitted one time EMD should furnish the details of Cash Receipt Number and Date on the top of EMD cover. EMD in any other form except DD will not be accepted.
- 6) The bid will be opened on the same day at 14.30 hrs. In case of opening day falls on holiday or happened to be declared as a holiday the receipt and opening of the Tender shall automatically fall on the next working day. You/Your authorized representative may participate in the tender opening for which they shall bring authorization letter for attending tender opening.
- 7) All entries in the tender documents should be filled with same ink. Over-writing in the price bid to be avoided. The tenderers concerned should duly sign all cancellations and corrections.
- 8) Tenderers should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign and seal each and every page of the tender document including the drawings/annexures attached thereto before submitting the tender.
- 9) Bidders are advised to quote only as per BOQ given by BHEL. Offers other than price bid proforma of BHEL will not be considered.

- 10) In quoting the rates, the tenderers are advised to take into account all factors including any fluctuations in the market rates etc. No claim will be entertained on this account after acceptance of the tender or during the currency of the contract.
- 11) The bidder has to quote his Rate for all individual items in the Rate Schedule of Price Bid. If the bidder has not quoted the Rate for any item(s), it is considered as incomplete tender and tender can not be accepted.
- 12) The rates quoted in the tender shall remain valid for a period of **Three months** from the date of opening of the tender.
- 13) In the event of tender being submitted by a firm, the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the Power of Attorney on behalf of the firm concerned. In the latter case, a copy of the Power of Attorney duly attested by a Gazetted Officer must accompany the tender.
- 14) BHEL reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefor.
- 15) Rates for each item of the tender schedules should be quoted in rupees and paise only. In case of any difference in the rates quoted in figures and in words, words will be taken as the tendered rate.
- 16) Rates quoted shall include all royalties, terminal taxes, octroi duties, central and provincial excise tax, sales tax and other taxes leviable under the State or Central Government Rules **excluding Service Tax**. The Bharat Heavy Electrical Limited will not entertain any claim whatsoever in this respect in future.
- 17) **The L1 will be decided based on the lowest cost to BHEL.**
- 18) Should a tenderer find discrepancies or omissions in the tender documents or should be in doubt as to their meaning, he should seek clarifications from the authority inviting the tender. Every endeavour is made to avoid any error which can materially affect the basis of the tender but the successful tenderer shall take up on himself to provide for the risk of any error which may be subsequently discovered and shall make no subsequent claim on account thereof.
- 19) Tenders submitted by post should be sent preferably by "REGISTERED POST"/ Speed post. This should be posted with due allowance for any delay in postal delivery. On no account, the tenders received after the due date and time shall not be considered.
- 20) BHEL reserves the right to cancel or modify the tender without assigning any reasons whatsoever.
- 21) Quantities shown in the attached schedules are only approximate and may vary as per actual requirement.
- 22) The EMD of the successful tenderer will be retained to adjust towards Security Deposit.
- 23) The EMD of un-successfull bidders shall be returned within 15 days of issue of work order to successful bidder.

24) SECURITY DEPOSIT (SD)

- a) Security Deposit shall be collected from the successful tenderer. The rate of Security Deposit will be as below:

Upto Rs.10 Lakhs : 10%

Above Rs.10 lakhs }
up to Rs.50 Lakhs } : Rs.1 Lakh + 7.5% of the amount exceeding Rs.10 lakhs

Above Rs.50 Lakhs : Rs. 4 Lakhs + 5% of the amount exceeding Rs.50 lakhs

- b) Security Deposit may be furnished in any one of the following forms:

- i) Cash (as permissible under the Income Tax Act)
- ii) Pay Order, Demand Draft in favour of BHEL.
- iii) Local cheques of Scheduled Banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc., (Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
- v) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipts issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the Contractor, A/C BHEL, duly discharged on the back.
- vii) Security Deposit shall also be recovered at the rate of 10% from the running Bills. However, in such cases at least 50% of the Security Deposit should be remitted before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD amount of the successful tenderer can be converted/adjusted against the SD
- ix) **The security deposit shall not carry any interest.**

Note:

Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subjected to Hypothecation or endorsement on the documents in favour BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith. The Earnest Money paid at the time of tender will be adjusted as part of the Security Deposit and the balance amount will be recovered by deduction from the running bills of the contractor at the rates mentioned above.

All compensation or other sums of money payable by the Contractor to BHEL under the terms of this contract or under any other contract with BHEL may be deducted from the Security Deposit or from any sums which may be due or may become due to the contractor by BHEL and in the event of this Security Deposit being deducted by reason of such deductions as aforesaid, the Contractor shall within 7 days thereafter, make good in cash or in securities endorsed as aforesaid, any sum by which the Security Deposit has been reduced.

If the contractor fails to execute the contract either fully or partially or violates the contract conditions leading to cancellation of the contract, the security deposit will be forfeited.

- 25)** Should a tenderer or a contractor has a relative or in the case of a firm or company of contractors any of its shareholders or share holder's relative, employed in Bharat Heavy Electricals Limited, the authority inviting tenders shall be informed of this fact at the time of submission of the tender failing which tender may be disqualified or if such fact subsequently come to light, the contract may be rescinded.
- 26)** If a tenderer expires after submission of his tender, the Bharat Heavy Electricals Limited may be at its discretion to cancel such tender.
- 27)** If a partner of a firm expires after submission of the tender or after the acceptance of the tender, Bharat Heavy Electricals Limited may cancel such tender at the discretion unless the firm retains his character.
- 28)** The Bharat Heavy Electricals Limited will not bound by any Power of Attorney granted by the tenderer or 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 contract concerned.
- 29)** If the contractor deliberately gives wrong information in the tender or creates conditions favorable for the acceptance of his tender, Bharat Heavy Electricals Limited reserves the right to reject the tender at any stage.
- 30)** Words imparting the singular number shall also deemed to include the plural number and vice versa where the context so requires.
- 31)** The expenses for completing and stamping the agreement shall be to the contractor's account.
- 32)** Tenderers shall not increase their quoted rates or lay additional conditions incase Bharat Heavy Electricals Limited negotiates for reduction of rates, such negotiations shall not amount to cancellation or withdrawal of the original offer and the rates originally quoted shall be binding on the tenderers for a period of three months from the date of opening of tender.
- 33)** Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
- 34)** The tenderer should be present if called for negotiation both technical and commercial. In case, the tender's authorized person is attending the negotiation such person should have the authorization letter and The person should be capable of taking spot decisions.
- 35)** Incase you are not interested in submitting your quotation, you should return the entire tender papers with a covering letter stating that your regrets for not submitting your offer for this tender.
- 36)** If needed tenderers may see the generators and obtain all clarifications from Tender Issuing Officer regarding the nature of job before offering their quotation.

37) Service Tax

The Bidder shall not include Service Tax in their quoted rates; but the bidder has to separately indicate the Service Tax rate, amount and workings thereof in the Price bid schedule included in the bid documents.

If service tax amount is not indicated separately in the price bid schedule included in the Bid documents, it will be presumed that the quoted rate is inclusive of applicable service tax and bids will be evaluated accordingly.

Section-B: Pure Service not involving any supply of materials by Contractor:

Bidders have to quote the applicable Service Tax payable in the Price bid format included in the Bid document which shall be considered for evaluation. The same shall be considered for reimbursement against valid documentary evidence to successful bidders.

38) The contractor should submit notarized copy of the following documents.

- i. Pan card.
- iii. TN VAT registration certificate.
- iv. Service tax registration certificate.

39) The contractor shall indicate all the applicable taxes in the offer and any claim after the issue of contract will not be entertained.

40) In case if any Taxes not applicable, like due to threshold limit etc. Same may be clearly indicated in the offer by the Bidder.

41) The L1 bidder will be identified through the process of summing up the unit rates quoted as per the schedule of works available in price bid including service tax.

42) If, in the price structure quoted for the required goods/ services/ works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity) the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.

43) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and

44) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (42) and (43) above.

45) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and , if the bidder doesn't agree to the decision of the purchaser; the bid is liable to be ignored.

46) All payments for the works completed shall be paid to you based on bills raised and certified by BHEL Engineer-in-charge. Payment will be made within a period of 30 days from the date of submission of bills along with all the enclosures as called for by BHEL. Payment will be made through e-payment (through electronic fund transfer (EFT) / RTGS) only after deducting IT. Details of your bank account for the same shall be submitted by you in the format attached.

47) TERMS OF PAYMENT:

- 1) 95% of the amount on pro-rata basis for completed service, and satisfactory running of the DG Sets at BHEL/RANIPET against submission of invoice in triplicate.
- 2) Final 5% for the above shall be paid after the guarantee period of 6 months from the date of commissioning or against BG valid for 6 months.

48) Transit insurance and off – BHEL storage insurance for the alternators is in the scope of the contractor. The approximate value of 1000KVA alternator is Rs.2 lakhs & 500 KVA alternator value is Rs.1 Lakh.

49) The quoted rate should inclusive of Transit insurance for the above .

50) Liquidated Damages/Penalty: BHEL will impose Liquidated Damages/ Penalty at the rate of ½ % of the balance pending work amount per week of delay and up to maximum of 5 % of the total contract value only if the delay is due to the reasons solely attributable to the contractor

SCOPE OF WORK & CONDITIONS

- 1) The alternators are working in good condition. Alternators can be taken for servicing one after the other.
- 2) Dismantling and Transportation of alternators to contractor premises for service and returning to BHEL/RANIPET will be in contractor scope. Cranes for loading & unloading the alternators will be provided by BHEL inside the factory premises.
- 3) Each alternator should be serviced (full scope) & installed in our factory with in a maximum period of 10days.
- 4) While dismantling and assembling of alternators, proper care should be taken by the contractor, so that the shaft / end cover and other accessories are not damaged.
- 5) The contractor shall intimate the details of bearings to be replaced to BHEL. BHEL shall supply all the required bearings to the contractor. The contractor shall fix the bearings in the alternator and return to BHEL after service. The removed bearings should be returned to BHEL, with proper gate entry.
- 6) **Contractor shall submit guarantee certificate for the performance of the alternator for a minimum period of SIX MONTHS from the date of delivery at our works** against quality of materials / workmanship. If the components fail with in the guarantee period, the contractor should carry out the re-work free of cost, including transportation immediately upon receiving information from BHEL, and ensure satisfactory performance for **a period of SIX MONTHS after rework.**
- 7) **Name plate details of the DG sets are:**

A) HT- 1000KVA DG set – 2 No's:

MAKE	: KIRLOSKAR
RATING	: 1000 KVA
SPEED	: 1500 rpm
CURRENT	: 52.5 A
INSULATION CLASS	: ST- F / RT-F

B) LT - 500KVA DG set – 1 No:

MAKE	: KIRLOSKAR
RATING	: 500 KVA
SPEED	: 1500 rpm
CURRENT	: 697A
INSULATION CLASS	: ST- F / RT-F

TESTING

- 1) On completion of servicing and before applying the varnish, Contractor should inform BHEL for stage inspection by BHEL representative.
- 2) No load trail run to be carried out by the contractor.
- 3) As soon as the servicing work has been completed and the testing is satisfactory at contractor's works, the contractor shall bring and prove/test the performance of the Alternator at BHEL to the full satisfaction of BHEL representative.

BILL OF MATERIAL**PRICE BID****Name of work : Servicing of 2 nos of 1000 KVA & 1 no. of . 500 KVA DG Set alternators****Tender Notice No: BAP:M&S:TE:EL:12:029 DT:27.03.2013**

S.NO		DESCRIPTION	QTY	UNIT	RATE	AMOUNT
1		Decoupling of alternator from prime mover, Loading the alternator in the vehicle, Transporting to & fro your work centre, Removing of Drive Hub pulley with hydraulic puller, Dismantling of alternator, Checking of slot wedges looseness, Rotor pole shoes, short links and any abnormalities, Cleaning the windings with compressed N2 (Nitrogen) air, Complete washing with ATF (Aero Turbine Fuel), Drying out the windings and improving IR values, preheating, Varnishing with Dr.Beck's varnish. Baking and spraying a coat of moisture and chemical proof Dr.Beck's coating. Coupling of alternator to the prime mover, assembling, testing and proving the performance of the following capacity of alternators.				
	1.1	Make : Kirloskar Rating: 1000KVA Nameplate details are given in page no - 8	2	No		
	1.2	Make : Kirloskar Rating: 500KVA Nameplate details are given in page no -8	1	No		
2		Service tax @ _____ %				
3		Total amount in Rupees				

Total amount in words:

Note:

1. No advance payment will be made by BHEL.
2. To and fro or any conveyance charges in contractors scope.
3. Time provided for servicing each alternator will be 10 Days.
4. Transit insurance and off – BHEL storage insurance for the alternators is in the scope of the contractor.

CERIFICATE OF NO DEVIATION

I / We of M/s

hereby certify that **there is no deviation** from the tender conditions either technical or commercial
and I am /We are agreeing to all the terms and conditions mentioned in the Tender Specification.

Date:

Signature of the Bidder

ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS TRANSFER

01	NAME & ADDRESS OF THE SUPPLIER / VENDOR														
02	VENDOR CODE (as in the work order)														
03	DETAILS OF BANK ACCOUNT														
A)	NAME & ADDRESS OF THE BANK (WITH PIN CODE)														
B)	BANK TELEPHONE NUMBER	(WITH STD CODE)													
C)	BRANCH CODE														
D)	MICR CODE	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
E)	ACCOUNT NUMBER	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
F)	TYPE OF ACCOUNT	CURRENT A/C / OD / CASH CREDIT													
G)	VENDOR NAME AS PER BANK RECORDS														
H)	BANK BRANCH RTGS IFSC CODE	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
I)	BANK BRANCH NEFT IFSC CODE	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
J)	VENDOR' S EMAIL ID (give two ids)														
K)	NAME OF AUTHORISED SIGNATORY														

CERTIFICATE

I / We hereby agree to receive the payments due from BHARAT HEAVY ELECTRICALS LIMITED, RANIPET by the National Electronic Funds Transfer and/or RTGS Transfer mode by credit to my / our above mentioned Bank Account. I / We also agree that payments made to the above mentioned Account is a valid discharge of the liability of Bharat Heavy Electricals Limited, RANIPET. I / We also agree to bear the applicable Bank Charges for the above mode of transfer.

AUTHORISED SIGNATORY OF VENDOR WITH SEAL

Banker's Certification

We confirm that we are enabled for receiving RTGS and NEFT credits and we further confirm that the account number of _____ (name of account holder), the signature of the authorized signatory and the MICR and IFSC codes of our Branch mentioned above are correct.

PLACE:

DATE :

(Manager / Officer's)
Signature Under Bank stamp and
Name Seal With Membership No.