

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

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



**DUE DATE : 28.06.2012 at 2.00pm**

Enquiry No. : PW/CPA/115/DG Set.

**Subject: Tender enquiry for DG Set Rental for two years (Further Extendable)**

Dear Sirs,

We are pleased to invite your offer in two parts strictly as per enclosed "Instructions to Bidders" in duplicate, in sealed covers for the under mentioned equipment/system.

S.No.	Description for which rate contract desired.	Expected quantity for reference	Delivery period
1	Hiring of DG Set- Refer, technical specification, PQR, Scope of work, common terms & conditions for detailed description.	2X500 KVA DG Set for Rent	Within 15 days after placement of PO.

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

**Payment terms** - Vendor to submit monthly bill.  
**Downtime penalty** - As per the penalty clause.

**Tender is also uploaded on BHEL Website [www.bhel.com](http://www.bhel.com) and [www.bhelpeem.com](http://www.bhelpeem.com). Due date shall not be extended.**



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

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

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049  
Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

Signature with Name, Designation & Seal

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Enquiry No.: PW/CPA/115-DG Set

**TERMS & CONDITIONS**

1. Enquiry No., due date etc. must be legibly super scribed on the sealed envelopes as per "Instructions to Bidders".
2. Offers should be submitted in two parts in two separate sealed covers as follows:  
**Part-I: TECHNO-COMMERCIAL BID**      **Part-II: PRICE BID**
3. Bidder shall submit their offers meeting the requirements of the tender documents (enclosed) and other terms & conditions included in the enquiry letter. All the above tender document shall automatically become a part of the order/contract after its finalization.
4. Tender shall be submitted strictly in accordance with the requirements of the above tender documents. Deviations (Technical as well as commercial), if any shall be listed out separately. Technical deviations and commercial deviations shall be furnished in separate sheet under the heading "Technical Deviations" and "Commercial Deviations" respectively, along with the reason for taking such deviations.
5. Standard pre-printed terms & conditions of the tenderers shall not be considered valid.
6. Offer shall remain valid for six months from price opening.
7. Unsolicited fresh/revised price bids shall not be entertained.
8. Purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject any/ all tender(s) in part or full without assigning any reason whatsoever.
9. Purchaser reserves the right to split up the scope of the tender enquiry and place the orders for different scope /items with different bidders and also increase or decrease the quantity.
10. Late tenders are liable to be rejected.
11. Price bid shall be opened in this case.
12. Tenders and all correspondence thereof shall be addressed to the undersigned by name & designation and sent at the following address:

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

**Kind Attn: Sh Vineet Kumar/ Sr. Engr. (HR-GAX)**  
**Ph 0120-4329085, Fax 0120-4329025**  
Or Sh Talebul Hasan/Asstt. Engr. (HR-GAX)  
**Ph 0120-4213579, 9650328866**

Yours faithfully  
For and on behalf of BHEL

(Vineet kumar/ Sr. Engr.-HR)

**Encl:**

- a) Commercial terms
- b) Technical Specification, PQR, Scope of work etc.
- c) Price format



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**INSTRUCTION FOR FILLING IN AND SUBMITTING THE TENDER**

1. All the original Tender papers should be returned to us duly signed & stamped on each page by the tenderer in token of the acceptance of all the terms and conditions enumerated in the Techno-Commercial specifications.
2. All the deviations to the tender conditions shall be clearly brought out in a separate deviation format (as enclosed). Any deviation specified elsewhere in the tender shall not be considered.
3. The tender shall be submitted in two sealed envelopes clearly indicating **Techno –Commercial Bid** in one of the envelope and **Price Bid** in the second envelope.
4. The Techno –Commercial Bid and Price Bid should be as per Tender documents. **The quotation sent in any other format shall not be considered by our office.**
5. Submission of offer shall mean that the bidder has read the bid documents & agrees to abide by all the terms and conditions mentioned in the document, unless specifically mentioned in the bid as a deviation.
6. Evaluation criteria shall be based on overall L1 rates.
7. Price bids of Techno-Commercial qualified bidders who are meeting PQR shall only be opened.



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**Qualifying Criteria for the Bidders (PQR)**

1. Average Annual financial turnover during the last three years, ending 31<sup>st</sup> March 2012 should be at least Rs. 4.5 lakh.
2. Experience of having successfully completed similar works\* during last 7 years ending 31<sup>st</sup> May 2012 should be either of the following:
  - a. Three similar completed works costing not less than Rs. 12 Lakhs.
  - or
  - b. Two similar completed works costing not less than Rs. 15 Lakhs.
  - or
  - c. One similar completed work costing not less than Rs. 24 Lakhs.

**\*Similar work means:** Hiring/rental of DG Sets

3. The bidder should have a local office with proper set up.

**Document to be submitted:**

- a. Work Order along with satisfactory completion report of works of any of criteria's mentioned at Sl no. 2 a, b, c above.
- b. Audited balance sheet along with Profit & Loss statement of last three financial years.
- c. Income Tax Return of last three years (Financial years 08-09, 09-10 & 10-11)
- d. Service Tax Registration
- e. Work contract Tax Registration
- f. PF Registration
- g. ESIC Registration
- h. Contract Labour Registration



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## ANNEXURE-1

<b>TERMS AND CONDITIONS</b>
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**1. BID SUBMISSION**

Bids shall be submitted latest by 2 p.m. on or before the due date in two parts as follows:

**PART-1: TECHNO-COMMERCIAL BID ( IN DUPLICATE)**

This part shall contain the following:

1. Technical offer/details
2. Commercial terms and conditions
3. **UNPRICED COPY of the PRICE BID** with all **AMOUNTS/FIGURES/ PERCENTAGES** wherever quoted in the Price Bid being replaced with the word **'QUOTED'** or **'Q'**.

This part shall be submitted in duplicate in two separate Sealed Covers with bidder's distinctive Seal super scribed with correct Enquiry No., Item of supply, due date of opening and **'PART-1 : TECHNO-COMMERCIAL BID'**.

**PART -2: PRICE BID**

This part shall contain Prices only and should not contain any technical details and/or Commercial Terms & Conditions. Any technical details and/or Commercial Terms & Conditions, if found in this part shall be ignored as the same are supposed to be contained in PART-I only as indicated above.

This part shall be submitted in a separate Sealed Cover with bidder's distinctive Seal super scribed with correct Enquiry No., Item of supply, due date of opening and **'PART -2 : PRICE BID'**.

**2. BID OPENING**

PART- I (Techno-Commercial Bids) will be opened at 3 p.m. on the due date in the presence of bidders who may like to be present. Date and time of opening of Part - II (Price Bids) shall be communicated separately.

**3. GENERAL**

1. Prices shall be net F.O.R. destination inclusive of freight, handling and packing charges, transit insurance etc. and remain valid for 3 months from the due date.
2. Taxes and duties payable should be indicated separately, otherwise it will be presumed that the goods quoted are inclusive of all taxes, duty, octroi etc., if any and BHEL in such cases shall not pay any tax, duty, octroi etc.
3. No revision of prices shall be entertained after bids have been opened.
4. PRICES shall remain FIRM without any variation till completion of contract.
5. Manufacturer's name, trade Mark or Patent No., if any, should be specified.
6. Illustrative leaflets giving technical details of items offered should be enclosed, wherever necessary.

7. Products with I.S.I. certification marks will be preferred.
8. BHEL shall be under no obligation to accept the lowest or any other bid and shall have the right to accept or reject any bid in part or in full without assigning any reason whatsoever.
9. Late tenders will be rejected.
10. Bid should be free from CORRECTIONS AND ERASURES. Corrections, if any, must be counter-signed. All prices should be indicated both in words as well as in figures. If there is a difference between price quoted in words and figures or there is any other discrepancy in the Price Schedule, higher value(s) will be considered for evaluation and lower values will be considered for ordering.
11. BHEL reserves the right to split the order for individual item(s) with different bidders and also increase/decrease the quantities.
12. **PACKING AND MARKING:** vendor shall arrange for sound packing and marking the goods to avoid any loss or damage during transit.
13. **PAYMENT:** Payment shall be released as per Payment Terms detailed in the Enquiry cover sheet, after submission of Invoice along with specified documents, if any, by the Vendor.
14. **SUBMISSION OF INVOICE:** All Invoices along with specified documents shall be submitted in triplicate, to HR (GAX) Department of BHEL/PEM, PPEI, NOIDA-201 301.
15. **LIQUIDATED DAMAGES:** It is clearly understood among the parties to the contract that time is the essence of the contract. Therefore, the delivery of the goods specified in the Purchase Order should be made within the stipulated delivery period. Where delivery is made after the stipulated period, the Purchaser shall be under no obligation to accept the goods. However, if accepted, Liquidated Damages at the rate of half percent per week of delay or part thereof shall be levied on the value of goods delayed limited to five percent of the total contract value, without prejudice to any other relief or compensation due to the Purchaser under any other condition of the Purchase Order.
16. **RISK PURCHASE:** Purchaser will have the option to terminate the contract and purchase from elsewhere at the risk and cost of the Vendor, either the whole or part of the goods which the Vendor has failed to deliver or despatch within the stipulated delivery period or if the same were not available, the best and the nearest available substitute thereof. The Vendor would be liable to compensate the Purchaser for any loss which the Purchaser may sustain by reason of such risk purchase, in addition to Liquidated Damages at the rate mentioned above.
17. **PREFERENTIAL DELIVERY :** It should be noted that if Order is placed on a higher value tender as a result of this Enquiry in preference to the lowest acceptable tender in consideration of the earlier delivery, the Vendor will be liable to pay to the Purchaser the difference between the contract rate and that of the lowest acceptable tender on the basis of final price F.O.R. destination including elements of taxes, duties, freight, etc. and other incidentals in case of failure to complete the supplies within the stipulated delivery period.

**NOTE:.** It is presumed that the bidder has accepted all the instructions, Terms and conditions and Technical Specifications covered in this Tender Enquiry, unless the deviations are specifically indicated in the bid on a separate sheet.

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**DUE DATE : 28.06.2012 at 2.00pm**

Enquiry No.: PW/CPA/115-DG Set

## 1. SCOPE OF WORK:

1.1 The party has to supply two number of 500KVA DG sets on hiring basis, for the period as mentioned below.

- First DG Set from 14.08.2012 to 13.08.2014.
- Second DG Set, first from 14.08.2012 to 13.10.2012 then from 13.04.2013 to 12.10.2013 and finally from 13.04.2014 to 12.10.2014.

1.2 The agency has to carry out day to day checkup of the DG Set for its normal operation.

1.3 The agency has to carry out inspection on regular basis and servicing of the DG Set, as and when required, for which the party has to arrange all the consumables.

1.4 All the faults, major and minor, will be rectified by the bidder on immediate basis for normal operation of the DG Sets

1.5 All the tools and equipment's will be arranged by the contractor for operation as well as maintenance work.

1.6 The agency should deploy well trained manpower so that trouble free operation and day to day checkup (cleaning of equipment along with coolant checkup, lubricating oil checkup, battery water & terminal checkup, maintenance and recording of log book for diesel consumption, water temperature, coolant temperature, speed in RPM, voltage, current etc.) can be carried out.

1.7 The agency has to provide all day to day spares without any extra cost like: Diesel filters, Mobil oil filters, Diesel tubing, nuts, bolts and washers etc. Such spares shall always be available with the agency at site.



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1.8 Provision for semi-skilled operational staff (back up by supervision of skilled technician as an when required) **for round the clock** operation for seven days in a week. National Holidays i.e. 26<sup>th</sup> of January 15<sup>th</sup> August and 02 October will be off, however for emergency conditions the party have to provide manpower for operation for which payment will be made to the party as per the agreed rates.

1.9 The contractor shall submit the bills in conformation with the Log book at the end of every month, which shall be certified by BHEL's representative and payment will be made within 28 days after submission of the bill subject to the condition that the bill is in proper order.

1.10 The daily log book shall be maintained by the agency for record of day-to-day activities.

1.11 All the transportation charges (at site or outside site) including of loading and unloading charges will be paid by the party, for carrying out any activity in support of power back up arrangement & maintenance of DG Sets.

1.12 All the works related to installation of 500 KVA DG Set and again de-installation of 500 KVA DG Set after the expiry of the contract, will be in party's scope

1.13 Keeping in mind the necessity of continuity of supply, contractor has to arrange back up supply on immediate basis (maximum 24 hours) whenever the existing system is not able to supply backup power due to major breakdown or any other abnormality in the DG Set.

1.14 The DG Set has to be installed on or before 15 days of starting of contract period. However, the DG Sets shall be put into operation as per the starting date of contract.

1.15 If the party fails to perform accordingly a penalty will be imposed as per the penalty clause 3.

1.16 The bidder must be able to arrange experienced engineers/ technicians, on immediate basis, for rectification of faults and other problems pertaining to the proper operation of the DG Sets.



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## 2. BHEL's Scope of work:

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## 2. BHEL's Scope of work:

2.1 BHEL will provide only diesel fuel for operation of the DG Set.

## 3. Penalty:

3.1 In the event of non-functioning of DG Set for more than half an hour ,due to maintenance or lack of servicing, a penalty for downtime @ Rs.1000/- per hour basis shall be charged. However in case of major faults like breakdown of winding or overhauling the party will be given 24 hours' time to arrange backup power after that they will be charged @Rs.2000/-per hour basis.

3.2 If the party fails to install the DG Set as per the schedule date (i.e. before 15 days of starting of contract period) a penalty @ Rs.5000/- per day shall be charged.

## 4. Evaluation criteria:

4.1 Work shall be awarded to the party on the basis of overall L1 rates



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Enquiry No.: PW/CPA/115-DG Set

**DUE DATE : 28.06.2012 at 2.00pm**

### TECHNICAL SPECIFICATION

The brief technical specification for hiring of 500 KVA DG Set to be installed at our office at BHEL-PS PEM, Power projects Engg. Institute, plot no.25, Sector-16A, Noida (U.P) is as mentioned below.

#### Diesel Generator Sets:

1. DG Set shall be complete in all respect.
2. Rating/ other details of DG Set are indicated below :

Rating : 500 KVA  
Voltage : 415  $\pm$ 10%  
No. of Phases : 3  
Frequency : 50 Hz  $\pm$ 5%  
P.F : 0.8  
Type : Silent  
Installation : Outdoor

3. DG Set should be able to deliver atleast 400 KVA output at site.
4. Equipment earthing shall be done by the bidder, however earthing pit will be provided by BHEL.
5. The bidder will supply and install their own DG panel nearby the DG Set (the panel must be suitable for automatic start of DG Set) and connect the same with a suitable power cable (Minimum size: 2 run of 1C X280 sqm. of AL/Phase). Power Cable from DG to DG panel (near the DG Set) will be supplied by the bidder and cable from DG panel to DG panel at AC Plant room will be supplied by BHEL.



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6. Exclusions

- Power Cable from DG changeover panel (near the DG) to DG panel at AC plant room.
- Diesel for running of DG.

7. All consumables (except diesel oil) shall be in bidder scope.

8. BHEL will inspect the DG before awarding the contract.

9. All consumables for DG servicing shall be provided by bidder.

10. Following meters shall be provided in proper working condition.

- Ammeter
- Voltmeter
- Frequency meter
- P.F meter
- KW meter
- Energy meter
- Run-hour meter

11. The DG Sets should not be more than two year old at the time of installation.

12. The DGs & accessories shall confirm to the latest applicable electricity rule & other related statutory agencies as regards safety, earthing & other essential provisions specified therein for installation & operation of DG Set.



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Enquiry No.: PW/CPA/115-DG Set

**PRICE FORMAT FOR 2X500 KVA SILENT DG SET ON RENT**

S.No.	Description A	Months B	Rate/Month In Rs.-C	Amount(Rs.) D=BXC	Applicable Taxes E=D X % Tax	Total(Rs.) F= (D+E)
1.	Charges for 1 <sup>st</sup> 1x500 KVA DG Set for the period of 14.08.2012 to 13.08.2014.	24				
2.	Charges for 2 <sup>nd</sup> 1x500 KVA DG Set for the period of 14.08.2012 to 13.10.2012.	2				
3.	Charges for 2 <sup>nd</sup> 1x500 KVA DG Set for 13.04.2013 to 12.10.2013.	6				
4.	Charges for 2 <sup>nd</sup> 1x500 KVA DG Set for 13.04.2014 to 12.10.2014.	6				
5.	<b>Total *</b>					

**Evaluation to be done on this amount\* only i.e. total of column F.**

- **Validity of offer :**
- **Minimum period of installation & commissioning at site after placement of LOI/PO :**
- **Operator charges semi-skilled(optional) for each National holidays(2X12 hour basis inclusive of all taxes) :**
- **All inclusive lump sum charges includes duties ,levies, freight, installation, insurance, commissioning & loading and unloading(at the time of installation & after the completion/termination of the contract).**

**Note: There will be a downtime penalty as per the penalty clause 3.**



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### **Documents to be submitted by the Bidder**

The bidder is to submit the following documents, as under, duly certified and stamped by their authorized signatory:

1. Bidder has to submit the **No Deviation Certificate** as per **Annexure-A**.
2. Bidder has to submit the **Declaration Certificate** as per **Annexure-B**.
3. Bidder has to submit contact address and email-ID etc. duly filled and signed as per **Annexure-C**.
4. Also, the bidder will have to submit the check list as per **Annexure-D**.



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

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

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049

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

Signature with Name Designation & Seal

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

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



Enquiry No.: PW/CPA/115-DG Set

**DUE DATE : 28.06.2012 at 2.00pm**

**Annexure -A**

**Tender for Hiring of 500KVA DG Set for  
BHEL, PS-PEM, NOIDA**

**No Deviation Certificate**

(To be submitted along with Part-1 Bid)

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of the above tender. We confirm that the offer submitted by is confirming to all the terms and conditioned mentioned in the tender document. We hereby undertake and confirm that we have understood the scope of services properly and shall carry out the job as mentioned in this tender.



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Enquiry No.: PW/CPA/115-DG Set

**DUE DATE : 28.06.2012 at 2.00pm**

**Annexure-B**

**Tender for Hiring of 500KVA DG Set for  
BHEL, PS-PEM, NOIDA**

**Declaration Certificate**

(To be submitted along with Part-1 Bid)

I/We do hereby declare that there is no case with police/court/regulatory authorities against the proprietor/firm/partner. Also, I/We have not been suspended/ delisted /blacklisted by any other Govt. Ministry/ Department/ Public Sector Undertaking/ Autonomous Body/ Financial institution/ Court. We also clarify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication.



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**DUE DATE : 28.06.2012 at 2.00pm**

Enquiry No.: PW/CPA/115<sup>1</sup>DG Set

**Annexure-C**

<b>S No.</b>	<b>Description</b>	<b>Details</b>
1.	Name of the party	
2.	Registered office address	
3.	Local office address(Delhi/NCR)	
4.	Contact Persons name	
5.	Mobile No.	
6.	Land line No	
7	Fax no	
8	E-mail ID of the party	
9	PAN No.	
10	ESI Registration no.	
11	Service Tax No.	



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**DUE DATE : 28.06.2012 at 2.00pm**

Enquiry No.: PW/CPA/115-DG Set

**Annexure-D**

S No.	Required Document	If submitted then tick(✓)
1.	Experience Certificate	
2.	Solvency Certificate	
3.	Details of Income Tax Return (ITR) for last three financial years	2008-09
		2009-10
		2010-11
4.	Copy of PAN Card.	
5.	Copy of Service Tax Registration	
6.	Copy of PF Registration No.	
7.	Copy of ESI Registration no.	
8.	No Deviation certificate	
9.	Declaration certificate	
10.	Able to arrange back up supply.	Yes
		No
11.	Manpower availability.	Yes
		No



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