



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

NOTICE INVITING TENDER

Date: 08/06/2012

TE No.: BHEL/CSU/CLEANING/12-13/01

Centralized Stamping Unit (CSU) and Fabrication Plant BHEL, Jagdishpur invites sealed bid in two part (**Part-I: Techno-Commercial Bid; Part-II: Price Bid**) for following work from financially sound bidders:

Name of Work	Cleaning and Housekeeping Services at Plant and Township of CSU & FP Jagdishpur
Contract Period	One Year
Earnest Money	Rs.60,000/- in the form of Demand Draft drawn in favour of "Bharat Heavy Electricals Limited" payable at SBI, IGFC Branch, Jagdishpur to be enclosed with techno-commercial bid (Part-1).
Tender cost	NIL
Due date & time of bid submission	29/06/2012
Due date & time of bid opening	29/06/2012 at 3.00PM
Venue for submission & opening of tender	Tender Box, Ground Floor, Administrative Building BHEL, CSU Jagdishpur – 227817

Enclosures (Tender Documents):-

Section-I: Terms & Conditions

Section-II: Price Bid

Section-III: List of Annexure

For & behalf of BHEL

(Shobhit Maurya)
Engineer (Plg.)

BHEL, Jagdishpur-227817
Ph:05361-271373; Fax: 05361-270057



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

SECTION-I
TERMS AND CONDITIONS

NIT No.: BHEL/CSU/CLEANING/12-13/01

A. GENERAL TERMS AND CONDITIONS

Sub: Cleaning and House Keeping Services at CSU & FP Jagdishpur

- 1.0 The bid is invited in two parts viz. Part-I: Techno-commercial Bid; Part-II: Price Bid.
- 1.1 **Part-I: Techno-commercial Bid:** Techno-commercial bid should contain documents in the same order as listed below:
- 1.1.1 Covering letter as per Annexure "A"
 - 1.1.2 Check List as per Annexure "B"
 - 1.1.3 EMD of Rs 60,000/- in the prescribed form
 - 1.1.4 This bid documents, each page signed and stamped with all tables/Declaration forms/ information sheet duly filled in legible writing.
 - 1.1.5 Qualifying requirements as per Clause 1 of "Special Conditions".
 - 1.1.6 An attested copy of the Power of Attorney, in case an individual other than the sole proprietor signs the tender.
 - 1.1.7 Photo copy of PAN card in which PAN is readable.
 - 1.1.8 Copy of Provident Fund Number issued by RPFC
 - 1.1.9 Copy of ESI Registration Number
 - 1.1.10 Copy of Labour License Number issued by Labour Commissioner.
 - 1.1.11 Copy of service tax registration
- 1.2 **Part-II (Price) Bid:** Price bid should contain only Price Offer to be submitted strictly as per enclosed Price Schedule. The Price Bid not submitted as per Price Schedule may not be considered.
- 1.3 Part-I and Part-II Bids should be put in separately sealed envelopes and each envelope must be marked clearly as Techno-commercial Bid or Price Bid as the case may be. NIT Number and bidder's name & address should also be clearly mentioned on these envelopes. These two envelopes must be put in a bigger envelope and sealed properly. Top of the outer cover/envelop should contain following information:



Bharat Heavy Electricals Limited Centralized Stamping Unit, Jagdishpur

- 1 Tender Enquiry No. & Title of Work
 - 2 Bid Opening date & time
 - 3 Address/ Venue of Bid Submission
 - 4 Bidder's Name & Address
- 2.0 All papers/documents should be signed and rubber stamped by the bidder.
- 3.0 The tender shall quote the rates in English Language using international numerals. These rates shall be entered in figures as well as in words. For the purpose of the tender, the metric system of units shall be used.
- 4.0 All entries in the tender shall either be typed or be written in ink.
- 5.0 The offer shall be signed by a person who has requisite authority from the Bidder to do so. A copy of such authority (Power of Attorney) shall be enclosed with the offer.
- 6.0 The tender shall be submitted on or before the time & date specified in NIT & shall be dropped into tender box for works contract duly addressed to following:
*Tender Box, Ground Floor, Administrative Building
BHEL, CSU Jagdishpur, Distt. CSM Nagar (Formerly Sultanpur) – 227817*
- 7.0 Tenders can be submitted personally /courier/post. **The tenders received after the due date and time of submission will not be accepted.**
- 8.0 Tenders shall be opened by authorized officers of BHEL at the above mentioned address at the time and date specified in the Notice Inviting Tender in the presence of such of those bidders or their authorized representative who may like to be present.
- 9.0 The offers should be strictly in accordance with the tender specifications & General Instructions to the bidder. Should the bidder require any clarification on the tender specification, or is interested in offering any deviation from the tender specification, he shall contact the authority inviting the tender for clarification before submission of the tender. No deviation w.r.t. terms & conditions of the tender are acceptable.
- 10.0 If there are varying or conflicting provisions made in any one document forming part of the contract, the Accepting Authority shall be the deciding authority with regard to the intention of the document.
- 11.0 Before tendering, the bidder is advised to inspect the site of work and the environments and be acquainted with the actual working and other prevalent conditions, facilities available etc. No claim will be entertained later on grounds of lack of knowledge.
- 12.0 All entries in the tender shall either be typed or be written in ink.
- 13.0 Only bidders who have previous experience in the work of the nature & description detailed in this tender specification are expected to quote for this work. Offer from bidder who does not have a proven and established experience in the field is not likely to be considered.
- 14.0 The offer shall be kept open for acceptance for a period of two months from the date of opening of tender. In case Bharat Heavy Electricals Limited (BHEL) calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer, which shall be binding, on the bidder. All expenses for attending such negotiations are to be borne by the bidder.



Bharat Heavy Electricals Limited Centralized Stamping Unit, Jagdishpur

- 15.0 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 to reject any or all the tenders.
- 16.0 Conditional and unsigned tenders, tenders containing absurd or unworkable rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions, specifications, etc., are liable to be rejected.
- 17.0 If the bidder 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 moneys due.
- 18.0 Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the Bidder who resorts to canvassing are liable to be rejected.
- 19.0 All safety & security rules, regulations and practices prevalent in the BHEL should be strictly followed by the contractor and contract labors.
- 20.0 The responsibility of fulfilling liabilities under various labor laws such as workmen's compensation Act, industrial disputes Act, minimum wages Act, Payment of bonus act, factories act. & contract labor act etc, of the contractor.
- 21.0 The contractor should make necessary arrangement of welfare and health of contract labor at his own cost.
- 22.0 The contractor shall be responsible for damages to BHEL property and for any injury or loss caused to his workmen. He shall obtain necessary insurance from approved insurance company and relieve BHEL free from responsibilities/ liabilities in this respect.
- 23.0 The contractor should produce the records i.e. labor license, proof of payment of wages, P.F., ESIC or group insurance etc as and when demanded by the BHEL Authorities.
- 24.0 The contractor shall indemnify against any actions, awards, proceedings, claims and demands that may be made against it due to any act negligence, default, etc, made by the contractor or his workers during the contract period.
- 25.0 In the event of failure to carry out the work assigned under the up-keeping contract to the satisfaction of BHEL the company reserves the right to get the work done through the alternate sources at the cost and risk of the contractor.
- 26.0 Reporting about the status of the job on a day-to-day basis shall have to be ensured by Contractor personnel to BHEL officers.
- 27.0 The contractor shall be responsible for the damage of every sort of the property of the BHEL Company due to negligence of the agency and cost of all such damages will be recovered from the amount payable to the agency.
- 28.0 **Validity of Offer:** The offer should be valid for **at least 60 days** from the date of tender opening.
- 29.0 **Evaluation of Offers :**
 - 29.1 Technical cum commercial Bid shall be opened first.
 - 29.2 Price bid shall be opened only of Technical cum commercial qualified bidder.
 - 29.3 The bidder shall submit complete price of the package.
 - 29.4 Evaluation of the offer will be strictly based on the information submitted by the bidder. In view of this the bidder is requested to go through tender document carefully and furnish all details clearly. Missing information may not be asked by BHEL. Total price of the package (Price Schedule) shall be compared for purpose of arriving at L-1.
 - 29.5 Based on evaluation of the bids, the successful bidder shall be awarded the contract for the complete package.



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

29.6 The work is indivisible and total work in full shall be ordered on a single party.

29.7 BHEL reserves its right to negotiate with the Bidder and/ or go for reverse auction as per Annexure-G

30.0 Letter of Intent (LOI)

30.1. The BHEL shall issue a Letter of Intent for award of work to the successful Bidder as soon as his Bid has been accepted giving brief details of the work and other terms & conditions.

30.2. Detailed Work Order will be issued by the BHEL normally within one week from the date of award of work (Letter of Intent).

30.3 The Letter of Intent/ Work Order shall be issued in the name of Bidder only.

31.0 **Effective Date of Contract:** The responsibility of successful Bidder under this Contract commences from the date of issue of the Letter of Intent by the BHEL. The Effective Date of Contract shall be the date of issue of the Letter of Intent.

32.0 **Contract Period:** Contract Period shall be One Year from the date of LOI/WO and may be further extended for one year on mutual agreement on same terms & conditions.

33.0 **Contract Agreement:** The successful bidder has to sign and submit a contract agreement as per enclosed Performa (Annexure-F) on a non-judicial stamp paper of Rs.100/- at his own cost.

34.0 **Prices:** Prices quoted by the bidder shall be fixed and not subject to any variation whatsoever during the period of Bid validity and execution of the Work Order. A Bid submitted with an adjustable price will be treated as non-responsive and rejected. Prices shall be written in words and figures. If there is a discrepancy between words and figures, the amount given in words shall prevail.

35.0 SECURITIES

1.5 Earnest Money:

A. Every tender must be accompanied by the prescribed amount (as given in NIT) of Earnest Money Deposit (EMD) in full, in the form of Account Payee Demand Draft issued by a Scheduled Bank in favor of "Bharat Heavy Electricals Limited" payable at SBI, IGFCCJ Jagdishpur. Tenders received without Earnest Money in full or not in manner prescribed above will not be considered.

B. The Earnest Money Deposit of the successful bidder will be retained towards part of Security Deposit.

C. In case of unsuccessful bidder, the EMD will be refunded after finalization of the tender.

D. BHEL reserves the right of forfeiture of EMD, in case the successful bidder who:

a) After opening of tender revokes/ withdraws his tender within the validity period or revises/ alters his earlier quoted rates/ conditions.

b) Fails to communicate unqualified acceptance of Letter of Intent within one week from the date of issue of letter of intent.

c) Fails to submit 50% of the total security deposit before start of work.

d) Fails to submit the work as may be indicated in the Letter of Intent.

35.2 Security Deposit:

A. Upon acceptance of tender, the successful bidder must deposit the required amount of security deposit after adjusting the amount of Earnest Money duly deposited with the tender, within the time specified in the letter of intent/ work order for satisfactory completion of work.

B. The total amount of Security Deposit shall be as follows:

a) In the of work costing upto Rs.10 Lakh: 10% of contract value.



Bharat Heavy Electricals Limited Centralized Stamping Unit, Jagdishpur

- b) Above Rs.10 lakhs upto Rs. 50 Lakhs: 1 Lakh + 7.5% of the amount exceeding Rs. 10 Lakhs.
- c) Above Rs.50 lakhs: Rs.4 Lakhs+5% of the amount exceeding Rs.50 Lakhs.

The security deposit calculated as above shall be before the start of work in any of the following forms:-

The total Security Deposit may be Deposit in the form of Demand Draft in favor of "Bharat Heavy Electricals Limited" payable at SBI, IGFCJ Jagdishpur.

OR

50% of Security Deposit in the form of Bank Guarantee in the prescribed Performa as per Annexure-E. Balance shall be recovered from running @ 10% of the value of each running bill commencing from first running bill itself till the full Security Deposit made up. The Bank Guarantee should be from any one of our consortium bank as per list enclosed at Annexure-G.

1. Validity of the Bank Guarantee furnished towards Security Deposit shall be valid up to the period of completion of work as stipulated in the letter of intent plus 2 months claim period and the same will be kept valid by proper renewal till the satisfactory completion of the Guarantee Period.
2. If the value of the work done at any time exceeds the accepted Contract Value, the Security Deposit shall be correspondingly enhanced and the extra Security Deposit shall be immediately deposited by the Contractor otherwise it shall be recovered from payments due to him. Failure to deposit the security Deposit within the stipulated time may lead to forfeiture of EMD and cancellation of the award of work. BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of Contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of the contract.
3. Return of Security Deposit: If the contractor fully performs and complete the works in all respect to the entire satisfaction of BHEL and returns properties belonging to BHEL taken, borrowed or hired by him for carrying out the said work, the full amount of Security Deposit will be released to the contractor after deducting all costs, expenses and other amounts that are to be paid to BHEL under this or other contracts entered into with the Contractor/ released prior to passing of final bill.

Note: All charges for establishing and amending the BGs, if necessary, shall be to Vendor's account.

- 36 **Safety and Occupational Health:** The contractor has to assume full responsibility of the safety of the vehicles/ equipments, crew and to comply with the security/ safety regulations of BHEL and others inside the BHEL factory. The contractor is required to maintain first aid box at work place.
- 37 **Force Majeure:** Notwithstanding anything contained in this Contract, neither the Contractor and nor the BHEL shall be held responsible for total or partial non-execution of any of the contractual obligations, should the obligation be made impossible due to concurrence of a Force Majeure which will include war, military operations of any nature, blockages, revolutions, insurrections, riots, civil commotion's, insurgency, sabotage, act of public enemy, acts of god, epidemics and act of Govt. over which the Supplier or BHEL has no control.
- 38 **Arbitration:** The BHEL and Contractor shall settle the disputes and differences arising out of this agreement in good faith. In the event that a dispute cannot be resolved within reasonable time, the parties agree that the agreement shall be subject to arbitration under the Indian Arbitration & Conciliation Act 1996. Notwithstanding anything to the contrary in such rules there shall be three



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

arbitrators, one appointed by the BHEL, one appointed by the Contractor and the third appointed by the other two arbitrators. No aspect of any arbitration proceedings shall be made public by either party. The arbitration tribunal shall give reasonable award in writing. The award of the arbitration tribunal shall be final and binding on the parties. Any disputes under this order shall be under jurisdiction of Courts only.

1. SPECIAL CONDITIONS

(The 'Special Conditions' given hereunder supersede the relevant terms and conditions given in 'General Terms and Condition').

1.0 QUALIFYING CRITERIA- The bidders should fulfil following qualifying criteria:

1.1 The bidder should have experience of successfully completed Cleaning and House keeping or similar works* during last 7 years ending last day of month previous to this tender should be either of the following: -

1. Three similar completed works costing not less than 10 Lakhs.

Or

b) Two similar completed works costing not less than 12 Lakhs.

Or

1. One similar completed work costing not less than 20 Lakhs.

Note: *Similar works shall include cleaning activities using machine and equipments in addition to manual cleaning.

1.2 Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least 10 Lakhs. Self attested Audited Balance Sheets, Profit & Loss statements as on 31st March for last three years to be submitted in fulfilment of this criterion.

1.3 The bidder should meet all statutory requirement of Central/ State Govt. Like PF, ESI, PAN, Labour License, Service Tax Registration etc. As may be applicable. Self attested photocopy of the relevant documents to be submitted by the bidder in fulfilment of this criterion.

Note: a) Above mentioned criteria should be met by the bidder himself and not by any associate bidder.

b) The bidder is required to submit documentary evidence in support of each of the above qualifying criteria.

2.0 SCOPE OF WORK

The Cleaning and Housekeeping shall be performed such a manner that the Shops, Machines, Offices etc. Should be available in Spic and Span condition at any point of time. To achieve this, the cleaning work shall be carried out in 1st and 2nd shift regularly. In township premises Cleaning and Housekeeping activities are to be performed in 1st shift only.

Scope of work includes Cleaning and Housekeeping of Floors, Equipments, Machines & Plants, Administrative buildings, Offices, Toilets/ Washrooms, Panels, Switch Boards, Pits, Pipes, Stand, Work Station Platforms, Walls and Partitions, Stairs, Tables, Computers, Glasses, Store, Sub-station, Compressor house, Weigh-bridge room, Township premises, roads etc. At CSU & FP Jagdishpur.



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

The details of areas (in m²) identified for Cleaning and Housekeeping are as follows:

Sl.	Area	Area Description	Floor Area (in m ²)
1	Area 1	CSU PRODUCTION BLOCK/ ATTACHED OFFICES/ STORE/ WEIGH BRIDGE/ SUB-STATION	9990
2	Area 2	FP PRODUCTION BLOCK/ ATTACHED OFFICES/ COMPRESSOR HOUSE/ SUB-STATION (33Kv)	24000
3	Area 3	ADMIN BUILDING/ CANTEEN/ PLANT ROADS	22490
4	Area 4	TOWNSHIP PREMISES	8320
TOTAL AREA			64800

The work shall be executed as per schedule "A" given below:



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

SCHEDULE "A"

AREA 1) CSU PRODUCTION BLOCK/ ATTACHED OFFICES/ STORE/ WEIGH BRIDGE/ SUB-STATION

(MECHANIZED CLEANING) Area (m²) = 9990

Sl. No.	JOB/ ACTIVITY	EQUIPEMNT TO BE USED	FREQUENCY	Percentage Weightage for the month
1	Dry Cleaning of Floors	Brooms/ Duster/ Vacuum Cleaner/ Floor Sweeper	Daily Once	15
2	Scrubbing/ Mopping of Floors	Wet & Dry Mopping kit / Scrubber	Daily Once	15
3	Segregation & Disposal Waste Material to the designated Bins/ specified places.	Trolley/ Buckets	Daily Once	10
4	Cleaning of Chairs, Tables, Almirahs, Rakes, Computers, printers, telephones etc. of the Offices & Cabins and spraying room freshner.	Cleaning kit / Soft Broom/ duster, room freshner etc.	Daily Once	5
5	Cleaning of Toilets/ Washrooms, Wash Basins, Air coolers, water coolers etc.	High pressure water Jet / Cleaning and mopping kit	Daily 4 Times	10
6	Replacement of toilet Soaps, Deodorants/ Naphthalene Balls in Urinals & Wash basins etc.	Deodorants and Naphthalene Balls, Soaps	As needed	5
8	Cleaning of Machines & Equipments of the shop	Vacuum Cleaner / Cleaning Kit.	Weekly Once	10
7	Cleaning of Windows and Doors	Cleaning Kit/ Glass cleaner	Daily Once	5
9	Cleaning of Walls/ Partitions	Cleaning Kit.	Weekly Once	15
10	Cleaning of Roof	Brooms/ Duster/ Cleaning Kit.	Monthly Once	10



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

AREA 2) FP PRODUCTION BLOCK/ ATTACHED OFFICES/ COMPRESSOR HOUSE/ SUB-STATION (33 kV)

(MECHANIZED CLEANING)

Area (m²) = 24000

Sl. No.	JOB/ ACTIVITY	EQUIPEMNT TO BE USED	FREQUENCY	Percentage Weightage for the month
1	Dry Cleaning of Floors	Brooms/ Duster/ Vacuum Cleaner/ Floor Sweeper	Daily Once	15
2	Scrubbing/ Mopping of Floors	Wet & Dry Mopping kit / Scrubber	Daily Once	15
3	Segregation & Disposal of Waste Material to the designated Bins/ specified places.	Trolley/ Buckets	Daily Once	10
4	Cleaning of Chairs, Tables, Almirahs, Rakes, Computers, printers, telephones etc. of the Offices & Cabins and spraying room freshner.	Cleaning kit / Soft Broom/ duster, room freshner etc.	Daily Once	5
5	Cleaning of Toilets/ Washrooms, Wash Basins, Air coolers, water coolers etc.	High pressure water Jet / Cleaning and mopping kit	Daily 4 Times	10
6	Replacement of toilet Soaps, Deodorants/ Naphthalene Balls in Urinals & Wash basins etc.	Deodorants and Naphthalene Balls, Soaps	As needed	5
8	Cleaning of Machines & Equipments of the shop	Vacuum Cleaner / Cleaning Kit.	Weekly Once	10
7	Cleaning of Windows and Doors	Cleaning Kit/ Glass cleaner	Daily Once	5
9	Cleaning of Walls/ Partitions	Cleaning Kit.	Weekly Once	15
10	Cleaning of Roof	Brooms/ Duster/ Cleaning Kit.	Monthly Once	10



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

AREA 3) ADMINISTRATIVE BUILDINGS/ CANTEEN/ PLANT ROADS

(MANUAL CLEANING) Area (m²) = 22490

Sl. No.	JOB/ ACTIVITY	EQUIPEMNT TO BE USED	FREQUENCY	Percentage Weightage for the month
1	Dry Cleaning of Floors	Cleaning / Mopping kit	Daily Once	15
2	Scrubbing / Mopping of Floors	Wet & Dry Mopping kit / Scrubber	Daily Once	15
3	Segregation & Disposal of Waste Material to the designated Bins/ specified places.	Trolley/ Buckets	Daily Once	5
4	Cleaning of Chairs, Tables, Almirahs, Rakes, Computers, printers, telephones etc. of the Offices & Cabins and spraying room freshner.	Cleaning kit / Soft Broom/ duster, room freshner etc.	Daily Once	5
5	Cleaning of Toilets, Wash Basins, Air coolers, water coolers etc.	Cleaning kit	Daily 4 Times	10
6	Replacement of toilet Soaps, Deodorants/ Naphthalene Balls in Urinals & Wash basins etc.	Deodorants and Naphthalene Balls, Soaps	As needed	5
7	Cleaning of Windows and Doors	Cleaning Kit/ Glass cleaner	Daily Once	10
8	Cleaning of Walls/ Partitions	Cleaning Kit	Weekly Once	10
9	Cleaning of Roofs	Brooms/ Duster/ Cleaning Kit.	Monthly Once	10
10	Dry Cleaning of Roads of plant	Brooms	Weekly Once	15



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

AREA 4) TOWNSHIP PREMISES

(MANUAL CLEANING)

Area (m²) = 8320

Sl. No.	JOB/ ACTIVITY	EQUIPEMNT TO BE USED	FREQUENCY	Percentage Weightage for the month
1	Cleaning of Connecting Passages of Buildings, all Stairs and Lobby sections (Type A, B, C & D)	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	15
2	Cleaning of Parking Area of Buildings (Type A, B, C & D)	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	10
3	Cleaning of Transit Flat (G.F., 1st Floor, 2nd Floor) including including toilets etc..	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	15
4	Cleaning of Dispensary, Estate Office, Maint. Office & Stores including toilets etc.	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	10
5	Cleaning of Community Welfare including toilets etc.	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	10
6	Cleaning of Club and Gym including toilets etc.	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	10
7	Cleaning of Substation including toilets etc.	Brooms/ Duster/ Cleaning Kit, Wet & Dry Mopping kit / Scrubber	Daily Once	5
8	Dry Cleaning of Township Roads	Brooms	Weekly Once	10
9	Replacement of toilet Soaps, Deodorants/ Naphthalene Balls in Urinals & Wash basins etc. for all common buildings	Deodorants and Naphthalene Balls, Soaps	As needed	5
10	Cleaning of Chairs, Tables, Almirahs, Rakes, Computers, printers, telephones etc. and spraying room freshner for Transit flats, Dispensary, Estate Office, Maint. Office, Community Welfare, Club and Gym.	Cleaning kit / Soft Broom/ duster, room freshner etc.	Daily Once	5
11	Segregation & Disposal of Waste Material/ garbage to garbage disposal yard/ specified places.	Trolley/ Buckets / Wheel barrow	Daily Once	5



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

Man Power Deployment Plan

Minimum Man Power Required For Cleaning and Housekeeping activities at CSU & FP, as as below:-

Sl. No.	Description	Minimum Labour deployment
1	Production block and attached offices of CSU	7
2	Stores & Weigh bridge	
3	Sub-Station	
4	Production block and attached offices of FP	6
5	Compressor house, FP Stores and Sub-Station (33kV)	
6	Administrative building of CSU	2
7	Administrative building of FP	2
8	Canteen and Roads of CSU & FP plant	2
9	Township premises	8
TOTAL		27

Note: 1) The items & quantities for Area 1, 2, 3 & 4 and man power deployment shown above are only for the guidance to the bidders. However the contractor will have to ensure the cleaning of areas to the satisfaction of BHEL.

2) Deductions for non-performance of work shall be made from monthly bills as per Percentage Weightage of various activities for the month as shown above.

3) The contractor has to submit the contact information of supervisor(s) of respective areas to the engineer incharge (BHEL) for efficient monitoring of the contract.



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

3.0 GUIDELINES OF CLEANING:

- 3.1 The Cleaning work shall be done in two shifts for a complete one year. The major cleaning activities involving scrubbing and detailed cleaning of shop working floor areas are should be carried out during non operational Hours. Cleaning should to be carried out in such a manner that all premises look always clean. All necessary Cleaning equipments, machines & tool and tackles, equipment and Consumables which are required to be used to carry out the cleaning work effectively shall also be in the scope of the contractor.
- 3.2 It shall be the responsibility of the Contractor to arrange all the consumable, machines , equipments and any other materials relating to the cleaning work of standard quality and maintain hygienic conditions.
- 3.3 The contractor will start work only after bringing all Machines and Equipments, Mopping and cleaning kits, materials & chemicals etc. in BHEL factory premises by contractor.
- 3.4 All equipments, machines & tool and tackles, Chemicals, Detergents, Consumables like, Deodorants, Tablets, Aerosols etc shall be got approved by BHEL before use.
- 3.5 Adequate/ sufficient quantity of approved Chemicals, Detergents, and Consumables like, Deodorants, Tables, Room Freshener, Naphthalene Balls and Aerosols etc. shall be used for the specified work by the contractor so as to have good quality of cleanliness as specified in the work schedule. This will be verified by BHEL.
- 3.6 Required power plug points at various locations will be provided by BHEL for running the equipments.
- 3.7 The contractor shall be responsible for providing necessary staff in adequate number for satisfactory execution of work. The Contractor shall maintain the attendance register for all the shift staff.
- 3.8 All the workers should be provided with uniform & identity cards by the contractors. The contractor has to provide a distinct uniform different from BHEL employees. The Uniform shall be kept in neat, tidy & wearable condition. The helmet and shoes shall be integral part of uniform as safety item.
- 3.9 Personal Protective Equipments including disposable clothing, gloves, helmet, shoes etc. shall be worn during the cleaning activity.
- 3.10 It will be the responsibility of contractor to maintain the high standards of cleaning of the areas with specified machines, equipments & other materials.
- 3.11 The contractor shall take a certificate from the officer in-charge regarding performance each month for having finished cleanliness job satisfactorily and successfully.
- 3.12 In the event of unsatisfactory performance or non-compliance of any of the Terms and Conditions of the contract by the contractor, BHEL shall have right to terminate the contract.
- 3.13 The contractor will maintain daily log book with BHEL's prescribed format and will get it verified by the BHEL representative on daily basis.
- 3.14 The machines deployed as agreed under the contract shall be kept inside BHEL premises. Maintenance, repair and upkeep of machines shall be the responsibility of



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

the contractor. Contractor shall make his own arrangement inside BHEL premises for keeping/ storing the consumable, machines , equipments and any other materials relating to the cleaning work and will be himself responsible for its safe custody.

- 3.15 The contractor will be responsible for enforcing all safety regulations as applicable.
- 3.16 The bidders shall follow Safety measures for carrying work at heights, handling chemical cleaning agents etc. as per Labor Laws.
- 3.17 BHEL shall provide free water and electricity at the cleaning work site.
- 3.18 The contractor shall be responsible for all acts and omissions of their staff and liabilities arising out of the acts and omissions of such staff shall be borne by the contractor, BHEL shall in no way be responsible for any such acts, omissions or any liabilities arising there from.
- 3.19 The Contractor shall arrange necessary Insurance cover with appropriate Third Party Liability cover for the vehicles/cranes and WC/Personal Accident Policy as applicable for the O&M crew. If any accident/injury/loss/ occurs due to the operation of the vehicles/cranes, to any other persons/public and the properties of BHEL/client/other agencies/third party, the contractor shall have to pay necessary compensation and other expense, so decided by the appropriate authorities/victims.
- 3.20 Only the authorized staff attached to the contracted work or representative nominated by the contractor shall be allowed entry inside the company's or any other premises during the period of contract.
- 3.21 The persons employed by the Contractor in respect of work will treated as the authorized representative(s) and shall also be held responsible along with the contractors, for any breach of the terms and conditions as provided in this contract.
- 3.22 If BHEL Engineer feels that the persons deployed on job are not having required skill to perform the job, the contractor will have to replace those persons by adequately trained staff.
- 3.23 Accident occurred during the course of company's work should be reports by the Contractors to BHEL immediately and certainly not later than 24 hours. This should be followed by a detailed report from the contractor.
- 3.24 The Contractor will have to indemnify BHEL against:-
 - (a) All claims for injury or damage to any person or property caused by his negligence of his employees whilst in BHEL premises.
 - (b) Observance of Labor & Industrial Laws, including regular remittance to EPF and ESI.
 - (c) All claims by way of compensation and all other types of unforeseen claims, which may arise in the period of contract.
 - (d) The Contractor will accept liability for compensation in accordance with the provision of the Indian Worker's Compensation Act, 1948, amendments thereafter and or other law for the time being in force for personal injury caused to any workmen by accident arising out of and in the course of this contract.
 - (e) The Contractor will indemnify the company against all payments by way of compensation or otherwise which the company may be called upon to make under



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

the provisions of the said Acts to any workmen as aforesaid, and any cost incurred by the company in connection with any claim preferred by such workmen and or against all actions, claims and demand whatsoever in respect thereof or in respect of any loss, injury or damages whatsoever to any third person arising out or occasioned by the negligent, imperfect or improper performance of this contract by the Contractor, their workmen servants or agents.

- (f) The Company shall not be held liable for any loss, damage or compensation to third parties arising from or in relation to transport operation done by the bidder, such loss, damage or compensation shall be reimbursed by the Contractor to the company together with the costs incurred by the company on any legal proceedings pertaining there to.

The Contractor will be required to submit Indemnity Bond in favor of BHEL on Non-Judicial Stamp paper of appropriate value.

- 3.25 This contract may be terminated at any time without paying any compensation whatsoever to the Contractor in case of misbehavior, disobedience, dishonesty, clandestine insolvency, any court order or any other related activities on their part or their failure to fulfill the terms and conditions of this agreement.

List of Minimum number of Cleaning Machines/ Equipments (For Mechanized Cleaning) to be made available operative, maintaining by the contractor as listed in the scope-

Sl. No.	Name of Machine	Qty. (Nos.) for CSU Mfg. block	Qty. (Nos.) for FP Mfg. block
1	Automatic Scrubber Dryer	1	1
2	Industrial Vacuum Cleaner (Dry & Wet)	1	1
3	Manually operated floor Sweeper	1	1
TOTAL		3	3

Note: 1) In case, any machine remains out of order for more than 5 consecutive days or more than 8 days a month, penalty of Rs. 200/- per day may be deducted from the monthly bills of the contractor.

2) All items after use shall be properly kept in the designated places.

3) Mechanized cleaning (using above machines/ equipments) is to be done in Manufacturing blocks. In Administrative buildings, canteen and roads and township premises only manual cleaning is to be done.



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

5.0 PRICE SCHEDULE AND TAXES:

- 5.1 Rate should be quoted strictly as per Price Schedule (see Section-II)
- 5.2 The rate quoted by Bidder is inclusive of all duties, taxes, fees, octroi, and other levies material, labor etc. **except Service Tax.**
- 5.3 Service Tax will be reimbursed to the contractor on actual against documentary proof.
- 5.4 Income Tax shall be deducted at source (TDS) as per prevailing rules and copy of TDS shall be provided to contractor after its deduction.
- 5.5 **Prices shall remain firm and no variation whatsoever shall be allowed.** The bidder is required to take into consideration any fluctuation whatsoever in the prices of wages, material and other consumables after the submission of bid and during the period of contract before submission of bid.
- 5.6 **Offer to be submitted without any deviation.** Offer with deviation(s) are liable to be rejected. Any clarification required by bidder on tender conditions may be sought at least one week before the Last Date of Offer Submission.

6.0 TERMS OF PAYMENT

- 6.1 The contractor will submit separate bills for each area i.e, Area1, Area2, Area3, and Area4 on monthly basis.
- 6.2 Each bill must be enclosed with work/ activity completion report duly signed by bidder/ his nominated supervisor and BHEL authorized representative of that area.
- 6.3 The payment will be made on a monthly basis as per the accepted rate based on the activities carried out as per schedule "A" duly making deductions as per tender terms, if any.
- 6.4 All the payment due to contractor will be made through Electronic Fund Transfer (EFT).
- 6.5 Income tax shall be deducted at source under Income Tax Act.



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

SECTION-II

PRICE BID

NIT No.: BHEL/CSU/CLEANING/12-13/01

Sub: Cleaning and House Keeping services at CSU & FP Jagdishpur

(Price bid will be opened of technical cum commercial qualified bidders only)

Sl. No.	Description of Work	Rate (Rs. per m ² per day) [a] (to be quoted by bidder)	Total area in m ² [b]	No. of working days in a year [c]	Total amount for annual contract [a]x[b]x[c] (Rs.) (to be filled by bidder)
1.	To carried out the Cleaning and House Keeping services at CSU & FP Jagdishpur as per tender conditions		64,800	310	

Total amount in words: **Rupees** _____.

Name and Signature of the bidder
(Seal)

Note: Rate should be quoted inclusive of all taxes & levies etc., except service tax, which shall be paid extra as applicable.



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

SECTION-III

LIST OF ANNEXURES

NIT No.: BHEL/CSU/CLEANING/12-13/01

Following annexures are to be filled and submitted by the bidders as per terms and conditions mentioned in Section-I:-

Annexure-A: Offer of the Contractor

Annexure-B: Check list & Schedule of General Particulars

Annexure-C: Information about similar Jobs executed in past Seven Years

Annexure-D: Declaration Sheet

Annexure-E: Proforma for Security Deposit Bank Guarantee

Annexure-F: Proforma for Contract Agreement

Annexure-G: Reverse Auction



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE-A

Offer of the Contractor

To,
AGM-CSU
BHEL Jagdishpur
CSM Nagar-227817

Dear Sir,

I/ We hereby offer to carry out the work detailed in the tender document (NIT No. BHEL/CSU/CLEANING/12-13/01 issued by BHEL, CSU Jagdishpur in accordance with the terms and conditions thereof.

I/We have carefully read the Terms and Conditions connected with the above work and agree to abide by the same.

Details of the EMD payment are furnished with the check list.

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

Name & Signature of the bidder
(Seal)

Place:

Date:



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE-B

Check List & Schedule of General Particulars

1	Name & Address of the Bidder	
2	Fax/ Email address	
3	Contact no.	
4	Details of EMD	
5	Validity of Offer (60 days from tender opening date)	Yes/ No
6	PAN No. Photocopy enclosed	Yes/No
7	PF Code No. Photocopy enclosed.	Yes/No
8	ESI Code No. Photocopy enclosed.	Yes/No
9	Service Tax Registration no. Photocopy enclosed	Yes/No
10	Labour License No. Photocopy enclosed	Yes/No
11	Details of experience as per Annexure-C	Yes/No
12	Copy of Power of Attorney	Yes/No
13	Declaration Sheet as per Annexure-D	Yes/No
14	Signed and stamped copy of all pages of this tender document	Yes/No
15	Signed documentary evidences in support of each of qualifying criteria as mentioned in this tender	Yes/No

Name & Signature of the bidder

(Seal)



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE-C

Details of Qualifying Requirements in Past Seven Years

Sl. No.	Agency by whom awarded	Location of the project	Particulars of the work awarded	Completion date	Contract Value (Rs.)
TOTAL					

Name & Signature of the bidder
(Seal)

Note: Please enclose copy of work orders and work completion certificates.



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE-D

Declaration Sheet

I / We, hereby certify that, all the information and data furnished by me / us with regard to this Tender are true and complete to the best of my / our knowledge. I / We have gone through the specification, conditions and stipulations in detail and agree to comply with the requirement and intent of specification.

I/We, further certify that I/We am/are the duly authorised representative(s) of the under mentioned bidder and a valid power of attorney to this effect is also enclosed.

I/We, hereby declare that I/We shall treat the tender documents, drawings, specifications and other records connected with the work as secret / confidential and shall not communicate information / derived there from to any persons other than a person I/We am/are authorised to communicate the same or use the information in any manner prejudicial to the safety of the same.

Bidder's Name & Address:

Name & Signature of the bidder
(Seal)



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE- E

PROFORMA FOR SECURITY DEPOSIT BANK GUARANTEE

This deed of Guarantee made thisday of two thousand and by(Bank) herein after called the " The Guarantor" (which expression shall unless repugnant to the context or meaning thereof be deemed to include it's successors and assigns) in favour of M/s Bharat Heavy Electricals Limited (A Govt. of India Undertaking) a company incorporated under the Companies Act, 1956, having it's registered office at BHEL House , Siri Fort, Asiad, New Delhi- 110049 through it's unit at Jagdishpur, distt, CSM Nagar (UP) herein after called " The Company" (which expression shall unless repugnant to the context or meaning thereof by deemed to include it's successors and assigns)

WHEREAS(herein after referred to as the Contractor) have entered into contract arising out of Letter of Intent no. dt.....(herein after referred to as "the contract") for the construction of with the company.

AND WHEREAS the contract inter-alia provides that the contractor shall furnish to the company a sum of Rs.....(Rupees) towards security deposit for due and faithful performance of the contract in the form and manner specified therein .

AND WHEREAS the contractor has approached the Guarantor and in consideration of the arrangement arrived at between the Contractor and the Guarantor, the Guarantor has agreed to give the Guarantee as hereinafter mentioned in favour of the company.

The Guarantor do hereby guarantee to the company the due and faithful performance, observance or discharge of the Contract by the contractor and further unconditionally and irrevocably undertake to pay to the Company without demur and merely on a demand, to the extent of Rs.....(Rupees.....) against any claim by the company on them for any loss , damage, costs, charges and expenses caused to or suffered by the company by reasons of the contractor making any default in the performance, observance or discharge of the terms, conditions, stipulations or undertakings or any of them as contained in the contract.

The decision of the company whether any default has occurred or has been committed by the contractor in the performance, observance or discharge of any of the terms, conditions, stipulations or undertakings or any one of them as contained in the contract and/ or as to the extent of loss, damage, costs, charges and expenses caused to or suffered by the company by reason of the contractor making any default in the performance, observance or discharge of any of the terms, conditions, stipulations or undertakings or any one of them shall be conclusive and binding on the Guarantor irrespective of the fact whether the contractor admits or denies the default or questions the correctness of any demand made by the company in any Court, Tribunal or Arbitration proceedings or before any other Authority.

The company shall have the fullest liberty without affecting in any way the liability of the Guarantor under this Guarantee, from time to time to vary any of the terms and conditions of the contract or extend time of performance by the contractor or to postpone for any time and from time to time any of the powers exercisable by it against the contractor and either enforce or forebear from enforcing any of the terms and conditions governing the contract or securities available to the company and the



Bharat Heavy Electricals Limited Centralized Stamping Unit, Jagdishpur

Guarantor shall not be released from its liability under these presents by any exercise by the company of the liberty with reference to the matters aforesaid or by reasons of time being given to the contractor or any other forbearance act or commission on the part of the company or any indulgence by the company to the contractor or any other matter or thing whatsoever which under the law relating to surities would, but for this provision have the effect of so releasing the Guarantor from its liability under this guarantee.

The Guarantor further agrees that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the contract and its claim satisfied or discharged and till the company certifies that the terms and conditions of the contract have been fully and properly carried out by the contractor accordingly discharges this Guarantee, subject however, that the company shall have no claim under this Guarantee after..... i.e, (the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time, as the case may be) unless a notice of the claim under this Guarantee has been served on the Guarantor before the expiry of the said period in which case the same shall be enforceable against the Guarantor notwithstanding the fact that the same is enforced after the expiry of the said period.

The Guarantor undertakes not to revoke this Guarantee during the period it is in force except with the previous consent of the Company in writing and agrees that any liquidation or winding up or insolvency or dissolution or any change in the constitution of the contractor or the Guarantor shall not discharge the Guarantor's liability hereunder.

It shall not be necessary for the company to proceed against the contractor before proceeding against the Guarantor and the Guarantee herein contained shall be enforceable against them notwithstanding any security which the company may have obtained or obtain from the Contractor shall at the time when proceedings are taken against the Guarantor hereunder be outstanding or unrealized.

Notwithstanding anything contained herein before, our liability under the Guarantee is restricted to Rs (Rupees.....). Our guarantee shall remain in force until....., i.e, (the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time) unless a claim or demand under this guarantee is made against us on or before.....we shall be discharged from our liabilities under this Guarantee thereafter.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts having jurisdictions at Jagdishpur, Distt. CSM Nagar (U.P.) only.

The Guarantor hereby declares that it has power to execute this guarantee and the executants have full powers to do so on behalf of the Guarantor.

IN WITNESS whereof the(Bank) has hereunto set and subscribed its hand the day, month and year first, above written,

Signed for and on behalf of the Bank

(Signatory No,.....)



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

WITNESSES

1. Name and Address

2. Name and Address

Notes:

1. The above BG shall be executed on the non-judicial stamp papers of adequate value procured in the name of the bank in the state where the bank is located.
2. The above BG is required to be sent by the executing bank directly to BHEL at the address where tender is submitted/ accepted under seal cover.



Bharat Heavy Electricals Limited
Centralized Stamping Unit, Jagdishpur

ANNEXURE-F

CONTRACT AGREEMENT FORMAT

Agreement No: _____

Date: _____

Name of Work _____

The agreement made on _____ day of....., 2010 between M/S Bharat Heavy Electricals Limited, CSU, Jagdishpur , Distt CSM Nagar (UP) having its registered office at BHEL House, Siri Fort, New Delhi-110049(hereinafter called the company) the first party M/s _____ (hereinafter called the company) the 2nd party. Whereas through its tender enquiry no. _____ and opened on _____ The company had called for Cleaning and House keeping of CSU BHEL Jagdishpur.

And whereas the contractor has submitted his Quotation on dated _____ in pursuance of said tender notice.

And whereas the company has decided to accept contractors tender mentioned above as per the offered rates and conditions specified in offer dated _____ subject to other terms and conditions specified in the tender enquiry/ proposed agreement and the company's contract hereto

And whereas the contractor has agreed to do Cleaning and House keeping of CSU BHEL Jagdishpur specified above at the rates mentioned, subject to the conditions contained hereunder:

01-This contract shall come into force with immediate effect and shall remain valid up to _____ .

02-The contractor shall do Cleaning and House keeping of CSU BHEL Jagdishpur as given in the tender document

Payment-Contract value is Rs _____ inclusive of all taxes. The invoice should mention The ST registration no & PAN No. are to be submitted along with the bill .If contractor shall not complete his job within time specified by BHEL his security deposit will be forfeited.

Penalty condition as per tender. Such penalty will be recovered from the bill-**Agreed**

Security Deposit- Successful bidders will have to deposit Security Money as required within seven days after award of LOI or Contract, whichever is earlier. Security money will be in the form of Bank Guarantee from BHEL consortium bank on specified format, or will be in the form of DD in favour of BHEL payable at Jagdishpur. Security deposit will not carry any interest .It will be returned to the contractor, within 30 days, after successful completion of the Contract

The security deposit and any other amount occurring to the contract will be liable for forfeiture in the event of the contractor violating any of the conditions of the contract and will be set against any claim or expenditure incurred by BHEL on account of acts of omission/negligence on the part of the contractor.

Settlement of Disputes-If at any time, any dispute or difference whatsoever shall arise between the company and the contractor, upon or in relation to or in connections with the contract the same shall be referred to the sole arbitration of the head of centralized stamping unit, Jagdishpur or such other persons as nominated by the head of the unit or the person so appointed by him, had to deal with the matter to which the agreement relates. The award of unit incharge of CSU,BHEL Jagdishpur or the



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

arbitrator so appointed shall be final and binding on the company and the contractor. The arbitration proceedings shall be held at CSU, BHEL, Jagdishpur, CSM Nagar (UP). Jurisdiction of CSM Nagar (UP) district court shall apply.

Once the contract is signed, the contractor shall not sublet or transfer the full contract or any part thereof which will tantamount to violation of the contract.

The contractor shall be responsible for all acts of their staff and sub agents and liabilities arising there from.

Indemnity-The contractor shall indemnify the company against all losses, claims etc. arising out of any of his servants or agents.

In witness where the parties there to have here under signed the agreement.

Witness
1-Name
Address

2-Name-
Address

Witness-
1-Name
Address

Signature of the contractor

Name
Designation

For and on behalf of

Bharat Heavy Electricals Ltd.
CSU, Jagdishpur, CSM Nagar



Bharat Heavy Electricals Limited

Centralized Stamping Unit, Jagdishpur

ANNEXURE-G

REVERSE AUCTION (RA)

- 1.1. BHEL may go for Reverse Auction (on line bidding on Internet) instead of opening the submitted sealed price bid. The decision to go for Reverse Auction will be taken after techno-commercial evaluation. Information and general terms and conditions governing RA are given below.
- 1.2. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
- 1.3. BHEL will engage the services of a Service Provider who will provide all necessary training and assistance/ demonstration before commencement of on line bidding on internet.
- 1.4. BHEL will inform the Vendors in writing the details of Service Provider to enable them to contact for training/ demonstration.
- 1.5. Business rules like event date, time, start price, bid decrement, extensions etc. also will be communicated through Service Provider for compliance.
- 1.6. Vendors have to fax the Compliance form in the prescribed format (provided by Service provider) before start of Reverse Auction. Without this, the vendor will not be eligible to participate in the event.
- 1.7. BHEL will provide the calculation sheet which will help the Vendors to arrive at "Total Cost to BHEL" for each of the Vendors to enable them to fill-in the price and keep it ready for keying in during the Auction.
- 1.8. Reverse auction will be conducted on a scheduled date & time.
- 1.9. At the end of Reverse Auction event, the lowest bid value will be known on the network.
- 1.10. The lowest bidder has to fax the duly signed filled-in prescribed format as provided to BHEL through Service Provider within 24 hours of Auction without fail.
- 1.11. Any variation between the on-line bid value and the signed document will be considered as sabotaging the tender process and will invite disqualification of vendor to conduct business with BHEL as per prevailing procedure.
- 1.12. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids already submitted and available with BHEL shall be opened as per BHEL's standard practice.