



भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
उद्योग क्षेत्र, नई दिल्ली/ Industry Sector, New Delhi
मानव संसाधन प्रबंध / Human Resources Management

ID/ HRM/ A041/ FA_ENQ
08th July 2021

NOTICE FOR INVITING TENDER

Sealed tenders are invited for the following service in BHEL, Industry Sector, Lodhi Road, New Delhi.

Name of Services : Annual Maintenance Contract of fire alarm system at BHEL, Lodhi Road, New Delhi.

NIT No. : ID/ HRM/ A041/ FA_ENQ dated 08.07.2021

Last Date & Time for Submission of Tender : Up to 1500 hours of 23.07.2021

Date & Time of Opening : 1500 hours of 23.07.2021

Tender Cost : Nil

Earnest Money Deposit : ₹ 1640.00

The sealed tender may be sent either by Registered Post/ Speed Post/ Courier Services or by hand in the BHEL office, Industry Sector, Lodhi Road, New Delhi from 0900 hours to 1730 hours on any working day latest by 1500 hours of 23.07.2021. In case of any clarification, the bidder can contact the undersigned over telephone nos. 011-41793500, 011-41793301 or at email ashish.singh@bhel.in.

For and on behalf of
Bharat Heavy Electricals Limited

AK Singh

(Ashish Kumar Singh)
Manager (HR-Admin)

आशीष कुमार सिंह / ASHISH KUMAR SINGH
प्रबंधक / Manager
मानव संसाधन-प्रशासन / HR-Admin
भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स, लोधी रोड,
Industry Sector, Integrated Office Complex, Lodhi Road,
नई दिल्ली-110003 / New Delhi-110003

Scope of Work:

The scope of work is inclusive of routine preventive maintenance to be carried out fortnightly (twice in a month) preferably on 2nd Saturday and last Saturday of every month and attending of complaints on emergency basis within 4 hours from the time of lodging of complaint.

Our Fire Alarm System consists of the following:

- | | |
|--|----------|
| 1. Main Fire Panel Board (Agni Make) | 01 No. |
| 2. Smoke & Heat Detector (Apollo Make) | 270 Nos. |
| 3. Manual Call Points (Agni Make) | 16 Nos. |
| 4. Hooters (Agni Make) | 08 Nos. |

The routine maintenance is inclusive of labour, visiting charges and all required materials/ accessories like Acid, Distilled Water, Cotton, Duster etc. If any of the above mentioned 4 nos. items become faulty, the same needs to be replaced by the bidder and the cost of the same shall be borne by BHEL.

INSTRUCTIONS TO BIDDER:

1. Bidders must go through all annexures carefully before submitting the bid.
 - Annexure I - Declaration.
 - Annexure II - No Deviation Certificate.
 - Annexure III - Bidder's Details.
 - Annexure IV - Price Bid Format.
 - Annexure V - Bank Account Details of BHEL, Lodhi Road.
 - Annexure VI - Certificate by Chartered Accountant on letter head
2. EMD amount of ₹ 1640.00 (Rs. Sixteen Hundred and Forty only) needs to be deposited through NEFT. The bank account details of BHEL for NEFT are enclosed as Annexure V. The bidder is required to enclose a copy of the acknowledgement of NEFT payment along with their bids. Bids without EMD will not be accepted and shall not be considered for further evaluation.

The EMD of unsuccessful bidders shall be returned within 15 days of award of work to the successful bidder. No interest shall be payable on EMD amount.

The EMD shall be forfeited in case of:

- i. After opening the tender, the bidder revokes his bid within the validity period or increases his earlier quoted rates.
- ii. The successful bidder does not commence the work within the period as per LOI / contract. In case the LOI / contract is silent in this regard then within 15 days after the award of contract.

MSEs shall be exempted from payment of earnest money deposit (EMD) at the time of tender submission. However, there is no exemption of security deposit. MSE Suppliers can avail the intended benefits only if they submit attested copies of either Udyog Adhaar or EM-II certificate having deemed validity (five years from the date of issue of acknowledgement in EM-II) along with attested copy of a CA certificate (format enclosed

AK Singh

as Annexure-VI) or valid NSIC certificate along with the offer. Date to be reckoned for determining the deemed validity will be the last date of bid submission.

3. Bidder is required to enclose copies of their GST registration, PAN card and a cancelled Cheque.
4. The offer shall be submitted as per the instructions of tender document. One set of tender document duly signed and stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all the pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/ stamping on each page) as a part of their offer. In case of any clarification, bidder may contact this office.
5. The tenderer should accept all terms & conditions of the tender unconditionally. Tenders with deviations from terms and conditions shall be rejected.
6. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail and shall be binding on the tenderer.
7. No overwriting / correction in tender documents by tenderer shall be allowed. However, if correction is unavoidable, the same must be signed.
8. Only rate shall be quoted in price bid format (**Annexure IV**) and nothing else. Rates must be quoted in figures as well as in words. In case the rates in figures differ from the rates written in words, the lesser of the two will be treated as valid rate. Any other terms and conditions mentioned in the Price Bid shall make the offer liable for rejection.
9. The prices quoted should be inclusive of labour charges, visiting charges and all required materials/ accessories like Acid, Distilled Water, Cotton, Duster etc.
10. If any of the items mentioned in the scope of work becomes faulty, the same needs to be replaced by the bidder and the cost of the same shall be borne by BHEL.
11. The prices quoted should be firm and no revision of prices will be entertained after the quotation is opened.
12. Tender must be submitted in a sealed envelope which has to be super-subscribed with NIT no. and due date written on the envelope and the bidder details.
13. Offers shall be received up to 1500 hours on 23.07.2021 and the same shall be opened same day at 1500 hours in presence of bidders who would like to be present. On the date of opening of tender, whole tender shall be opened.
14. Validity of offer will be 90 days from the date of opening of tender.
15. Tenders received late /in open condition/ not meeting the tender condition / incomplete in any respect are likely to be rejected.
16. **Evaluation Criteria:** The bidders shall be ranked on the basis of total amount calculated for two years from the item wise rates quoted by the bidders in the price bid. The work shall be awarded to overall L1 (lowest) bidder.

In the event of a miscalculation, the lower of the two values i.e. the correct value or the miscalculated value, shall be considered for evaluation and awarding the contract.

In the event of more than one bidder having quoted identical lowest rates and there is a tie amongst the bidders, the respective bidders would be asked to submit their revised rates. If distinct L1 rate isn't arrived at after submission of revised bids and the tie prevails between more than one bidders for Total Evaluated Cost, then the L1 will be decided based

AK Singh

on lottery which will be carried out in the presence of all the L1 bidders or their representatives who choose to be present.

Final decision of BHEL on evaluation of bidders shall be binding on all the bidders.

17. BHEL reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
18. Any bidder may visit BHEL office on any working day from 09.07.2021 to 22.07.2021 between 0900 Hrs to 1700 Hrs. Any queries regarding this tender may be clarified from Sr. Engineer (HR-Admin) over telephone no. 011-41793500 or at email ashish.singh@bhel.in.

CONTRACT TERMS & CONDITIONS

1. **Subletting:** The Contractor shall not sublet, transfer or assign the full work or any part thereof to any other person/company/organization.
2. **Validity of Contract:** Validity of contract shall be 2 years from the date of start of work.
3. The quantity of items mentioned at Sl Nos. 2, 3 & 4 in the price bid format (Annexure – IV) are tentative and exact quantities may vary during execution of the contract.
4. **Payment Terms:**
 - a) Payment shall be made after successful completion of services during every quarter.
 - b) No advance payment or the payment for mobilization of work will be made to the contractor.
 - c) Tax invoice raised by the contractor shall be certified by the official in-charge of BHEL and the 100% payment will be made within 15 days by NEFT/RTGS from the date of receipt of in discrepant bill.
 - d) All payment will be subject to deduction of taxes at source as per rules.
5. The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
6. Security deposit (SD) of 5% of the order value shall be deposited by the successful bidder either within seven days from the date of award of work or before start of contract whichever is earlier. The SD is to be deposited through NEFT in favour of BHEL, bank account shall be shared with the successful bidder.

SD, without interest, shall be refunded after successful completion of contract period.
7. **L.D. For Bad Quality of Services:** In case the services offered are not found satisfactory a 0.5 % per week subject to maximum 10% of total value will be deducted from the bill.
8. No excuses like hindrance because of extreme weather conditions, non-availability of labour and material etc. will be entertained for not providing services on time.
9. All necessary precautions with respect to safety at site and environmental aspects and their impacts shall have to be taken by the contractor for activities performed by his workers.
10. **Arbitration / Conciliation:** In the event of any dispute arising between the parties hereafter referred as BHEL and Contractor in respect of or connected with this contract, General & Special terms & conditions of tender, then the same shall be referred to Arbitration and Arbitrator will be nominated by the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be final and binding on both the parties. However, any differences or doubt pertaining to meaning/ interpretation of any phrase word used in terms or in the

AK Singh

schedule of services, their nature and manner of rendering of such services shall be the except ed matter and be referred to the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be the final and binding. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification and re-enactment thereof will apply to such arbitration provided however, in all matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same.

11. **Risk Clause:** In case the contractor does not accept the work awarded to him or does not turn up after the award of work, BHEL shall have the right without any prejudice to get the work done through any other alternate agency at the risk and cost of Contractor. The additional cost including loss, if any incurred by BHEL will be recovered from the Contractor.

If any clarification is required, you may please contact the undersigned at phone no. 011-41793500, 011-417933301.

Thanking you,

Yours faithfully,
For Bharat Heavy Electricals Ltd,



(Ashish Kumar Singh)
Manager (HR-Admin)

आशीष कुमार सिंह / ASHISH KUMAR SINGH
प्रबंधक / Manager
मानव संसाधन-प्रशासन / HR-Admin
भारत भारी बिजलीय यंत्रकर्म सं. लि. लि.
Bharat Heavy Electricals Limited
उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स, लुधी रोड,
Industry Sector, Integrated Office Complex, Ludhi Road,
नई दिल्ली-110003 / New Delhi-110003

DECLARATION

I / We do hereby declare that there is no case with the 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 certify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication

Signature and Seal of the Bidder

AK Singh

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of the above tender and there is no deviation in the terms & conditions of tender. We confirm that the offer submitted by us is confirming to all the terms and conditions 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.

Signature and Seal of the Bidder

AK Singh

BIDDER'S DETAILS

Sl. No.	Description	Details
1	Name of the Bidder	
2	Address of the bidder	
3	Contact Person's Name	
4	Contact No. of Contact Person	
5	FAX No.	
6	E-mail ID of the Bidder	

Signature and Seal of the Bidder

AK Singh

PRICE BID FORMAT

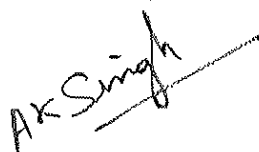
Sl. No.	Job Description	Estimated Quantity	Rate per Unit (in figures)	Amount (in figures)
1.	Annual Maintenance Contact value	2		
2.	Smoke & Heat Detector (Apollo Make)	10		
3.	Hooters (Agni Make)	1		
4.	Manual Call Points (Agni Make)	1		
Total for two years excluding taxes				
Applicable GST @ _____ %				
Total contract value for two years in words				

NOTE:

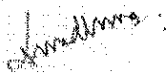

1. The prices quoted should be inclusive of labour charges, visiting charges and all required materials/ accessories like Acid, Distilled Water, Cotton, Duster etc.
2. Applicable taxes shall be payable extra.

Date:

(Signature and Stamp of Authorised Signatory)



Annexure-V

EFT MANDATE (DULY CERTIFIED BY BANKER)			
Bank Name	CANARA BANK		
Bank Branch Address	PRIME CORPORATE BRANCH -II, WORLD TRADE TOWER, BARAKHAMBA LANE, NEW DELHI		
Branch Code	1942	MICR No	110015097
Swift Code	CNRBINBBID		
IFSC for RTGS	CNRB0001942		
IFSC for NEFT	CNRB0001942		
Beneficiary's Name	BHARAT HEAVY ELECTRICALS LIMITED INDUSTRY SECTOR INTEGRATED OFFICE COMPLEX, LODHI ROAD NEW DELHI - 110003		
Beneficiary's Account Number	0307201003847		
Type of Account	CURRENT ACCOUNT - GENERAL		
We hereby certify that information given above (Bank Details) are true and correct			
We certify that the particulars mentioned above are true and correct and we will be responsible if any of the information stated above found to be incorrect at a later date. We also confirm that, any changes in the above details occurring in future, shall be informed to you immediately.			
Yours Faithfully			
Sign	 Name: दीपक वाधवा / DEEPAK WADHWA पदवि: सहायक/ Senior Accounts Officer Designation: BHARAT HEAVY ELECTRICALS LIMITED इंडस्ट्री सेक्टर, एकीकृत कार्यालय, लोधी रोड, नई दिल्ली-110003		
		कूत केनरा बैंक/For Canara Bank  पदवि: प्रमुख/ Senior Manager प्राईम कॉर्पोरेट कनाught प्लेस शाखा Prime Corporate Canaraught Place Branch नई दिल्ली/New Delhi-110001 23/05/11 Banker's Seal and Signatures	

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**Certificate by Chartered Accountant on letter head
(Only for those who are submitting EM-II Certificates)**

This is to certify that M/S..... (hereafter referred as Company) having its registered Office at is registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part-II) Dated, Category..... (Micro/Small). (copy Enclosed).

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

1. For Manufacturing Enterprises: Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.1722€ dated October 5,2006: Rs..... Lakhs
2. For service Enterprises: Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006: Rs..... Lakhs. (Strike off whichever is not applicable)

The above investment of Rs..... Lakhs is within permissible limit of Rs.....Lakhs for.....Micro/Small (Strike whichever is not applicable) Category under MSMED Act 2006. Or The Company has been graduated from its original category (Mini/Micro) (Strike whichever is not applicable) and the date of graduation of such enterprise from its original Category is (DD/MM/YYYY) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No.3322 (e) dated 01.11.2013 published in the gazette notification 04.11.2013 by Ministry of MSME.

Date:

(Signature)
Name

Membership Number

Seal of Chartered Accountant

AK Singh