



BHEL GOINDWAL

**TERMS AND CONDITIONS FOR**  
**(Tender Enquiry No. 101033 Dated 03.07.2010 Due date of opening of Part-I &**  
**II: 02.08.2010)**  
**Item: Wooden Packing Boxes and Planks**

**PRE-QUALIFICATION TERMS**

- P1 Bidders should primarily be engaged in wooden boxes/crates manufacturing/wooden items. BHEL may carry out evaluation of bidder's capability. BHEL reserves the right to accept/reject any offer based on evaluation of bidder's capability. For verification of data presented for pre-qualification bid, BHEL may decide to visit the bidder(s) works.

Any fact found deviating from bids during evaluation shall make the bidder liable to be disqualified.

- P2 Bidders, who are not currently on registered list of BHEL IVP Goindwal Sahib, need to submit duly filled format for "Vendor Registration form". This duly filled form can be submitted separately/immediately without waiting for the tender opening. If submitted separately, in the tender documents pl. mention that form has already been submitted with reference no. This will enable BHEL to evaluate the form and help in finalising the tender at the earliest. The form can be downloaded from our website [www.bhel.com](http://www.bhel.com) or can be requested at [gss@ivp.bhel.co.in](mailto:gss@ivp.bhel.co.in) or [vishal@ivp.bhel.co.in](mailto:vishal@ivp.bhel.co.in).

Registered vendors with BHEL IVP GWL have to mention their vendor code.

Registered vendors with any other unit of BHEL are also required mention the vendor code given by respective BHEL unit alongwith photocopy of latest POs from BHEL unit. Duly filled form can be submitted alongwith/separately, which is required for evaluation/records if the vendor gets order through this tender.

- P3 A copy of pre-qualification details can be submitted even before due date of opening for evaluation planning by BHEL.

P4

P4(i) Bidders not registered with any unit of BHEL are required to deposit an amount of **Rs. 20,000/- as Earnest Money (EMD)** by way of DD in favour of BHARAT HEAVY ELECTRICALS LIMITED, INDUSTRIAL VALVES PLANT, GOINDWAL SAHIB payable at Goindwal Sahib only. Central/State PSUs/State owned Corporations are exempted from EMD, for which relevant documentary proof has to be submitted in the envelop of EMD.

P4(ii) EMD shall be forfeited if after opening the tender, the bidder revokes his tender within the validity period or increases his earlier quoted prices.

P4(iii) EMD shall be forfeited if the bidder does not commence the work within the period as per LOI/PO.

P4(iv) EMD submitted by all unsuccessful bidders shall be refunded normally within 20 days of finalisation of Rate Contract with interested bidders.

P4(v) EMD shall not carry any interest.

P4(vi) EMD amount (without any interest) shall be adjusted against security deposit SD/returned after receipt of security deposit(SD) for successful bidder.



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- P5 IF THE OFFER IS NOT ACCOMPANIED WITH ACCEPTANCE OF TERMS AND CONDITIONS, IT SHALL BE CONCLUDED THAT ALL THE TERMS AND CONDITIONS ARE ACCEPTABLE AND NO CLAIM WHATSOEVER SHALL BE ENTERTAINED LATERON.

*G. S. Saurwal*



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**COMMERCIAL TERMS**

**C1 Inviting Quotations:**

Tenders in three part bids are invited. Tender is for entering into Annual Rate Contract for supply of wooden packing boxes and wooden planks as per BHEL specifications/drawings. Regular Purchase Orders shall be placed thereafter based on our requirement from time to time.

Sealed tenders in three parts; Part-I: EMD, Part II: Techno-commercial bid and Part-III: Price bid are hereby invited as per applicable specifications and Drawings provided by BHEL. The relevant documents are attached with the Enquiry.

The three bids should be submitted in **separate sealed inner envelopes** duly mentioning the detail as follows:

Bid	Description	Superscription on envelope	Min documents to be submitted
Part-I	EMD envelop	EMD for tender enquiry no. dated	Draft payable at Goindwal Sahib/Proof of claiming exemption.
Part-II	Pre-qualification & Techno-Commercial bid in response to tender enquiry no. 101033 Dated 03.07.2010	PART-I "Techno-Commercial Bid" Tender Enquiry no. 101033 Dated 03.07.2010 Due date of opening: 02.08.2010 Sender:	1. Registration details/filled registration format 2. Acceptance of all terms and conditions. 3. Un-priced (Prices not filled) format showing taxes and duties structure. 4. Capacity to supply per month in cft.
Part-III	Price bid in response to tender enquiry no. 101033 Dated 03.07.2010.	PART-II "Price Bid" Tender Enquiry no. 101033 Dated 03.07.2010 Due date of opening: 02.08.2010 Sender:	Price bid duly filled prices in words also alongwith same taxes and duties as mentioned in unpriced bid. Boxes prices in Rs. per box. Planks prices in Rs. per pc. No price in any other unit like cft.

**PLEASE SEE AND FOLLOW THE CHECKLIST PROVIDED AT THE END**

*[Handwritten Signature]*





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All the sealed envelopes should be put in an outer envelope clearly mentioning Tender Enquiry No., item description as "Rate Contract for wooden packing boxes" and due date of opening as 02.08.2010 time 1530 Hrs. on it.

Part-I: EMD should contain:

DD of requisite amount payable at Goindwal Sahib only **OR** if exemption is sought, proper documents as required and explained in Pre-qualification para P4.

Part-II: Techno-Commercial bid should contain

- a) The details/data/ information/ supporting documents as per requirement of Pre-Qualification Bid.
- b) Acceptance of Techno-Commercial terms and conditions should be attached next. This can be attached either by signing each page of terms and conditions or a confirmation statement.

Any deviation proposed by bidder shall be considered by BHEL at its own discretion; and if finally considered, shall carry loading factor at the discretion of BHEL.

- c) Unpriced price bid, filling all other details except **unit price**.
- d) Capacity to supply in cft per month.

Sealed quotations shall reach by 1500 Hrs on due date. Part-I shall be opened on due date at 1530 Hrs. Based on evaluation of pre-qualification and/or techno-commercial offers, Price bids of bidders who qualify from pre-bid qualification and techno-commercial evaluation shall be opened. Date of opening of Price bid shall be informed to all successful bidders.

Part III: Price Bids:

Price quotation format shall be as attached.

Present rate of VAT/CST & Excise duty + any cess on ED shall be mentioned in the table as %. All duties shall be paid extra. However, the comparison among bidders shall be done on the basis of quoted rates converted to "Total landed cost to BHEL". Duties shall be payable extra against ED Gate Pass valid for CENVAT benefit.

Price quoted shall be firm and not subject to any escalation during the PO execution.

Price should be quoted on FOR Destination Goindwal Sahib basis. If not mentioned, it shall be concluded that the offer is on FOR Destination Goindwal Sahib basis.

**C2 Validity of offers:**

Offers shall be valid for 120 days from due date of opening. In case of extension of due date of opening, the offers validity shall be extended accordingly.



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C3 Terms of payment:

- C4.1 Due payment against supplies received shall be made within 30-45 days of receipt subject to acceptance of material by BHEL and receipt of following dispatch documents
  - C4.1.1 Commercial invoice (in duplicate).
  - C4.1.2 Original VAT invoice valid for claiming input tax credit.
  - C4.1.3 Compliance Certificate & Inspection clearance certificate released at the time of Pre-Despatch inspection at vendor's works, if any.
- C4.2 Above documents should include your Registration numbers such as ECC no, PAN no, CST no, TIN/ VAT nos. etc.
- C4.3 BHEL will not be responsible for delays in release of payment on account of discrepancies in documentation, so vendor has to ensure compliance to documentation requirement
- C4.5 ***BHEL releases payment through EFT mode. Vendor can provide the necessary details by obtaining format before release of payment while supplying the material***

C4 Security Deposit:

An amount equal to 2% of basic value of each invoice shall be deducted from running invoices till the SD withheld amount reaches Rs. 20,000/-

Interest free Security Deposit (full or partial after deduction of any amount chargeable from vendor) shall be refunded after completion of order(s) against this tender.

C5 **Delivery schedule:**

Sequence of delivery shall be indicated by BHEL while placing the orders/through other communications. Vendor shall be required to complete the order as per schedule. Reasonable time shall be given to effect changes according to BHEL priorities.

C6 Access to Manufacturing Premises:

For evaluation & during the currency of execution of PO, authorized representatives of BHEL shall be allowed free access to the manufacturing facilities for the purpose of inspection or monitoring the progress of purchase orders. This access will also be extended to representatives of BHEL's customers accompanying the authorized representative/s of BHEL, if our contractual requirements with our customers call for the same.

C7 Quantity:

Quantity mentioned in the annexure is indicative and can vary by 25%- item wise or full tender wise. BHEL may decide to increase or decrease the quantity by 25% or change the mix of items according to our requirement. Quantity variation from vendors' side is not allowed in negative side. Only positive side variation to the extent of 10% of individual item in PO can be considered

*Gessner*





BHEL GOINDWAL

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at the discretion of BHEL. A request has to be made for the same for consideration by BHEL before despatch of any such excess material.

**C8 Loading:**

If L1 vendor is a new vendor, development PO will be released. On successful completion, further loading shall be decided.

BHEL reserves the right to cancel/ refloat the tender, if the prices are abnormally higher than estimates. Further, BHEL reserve the right to negotiate with L1 vendor and split the tender among bidders to meet its requirement by giving counter offers. If registered vendor is L1, it shall be given minimum of 60% of quantity indicated or its capacity. BHEL reserves the right to accept/reject any bid for any reason of past performance of bidder.

BHEL reserves the right to give counter-offer to any number of vendors. Loading beyond L1's capacity (or BHEL discretion beyond 60%, as the case may be) shall be done on L2, if it accepts counter-offers. If L2 is not able to take balance load (criteria: minimum of 30% and its capacity), L3 shall be contacted. If L2 does not accepts counter-offer, L3 shall be automatically contacted for next loading reserved for L2 and so on. BHEL reserves the right to continue placing orders on any higher bidder who has accepted RC for meeting its requirement, if L1 bidder is new vendor and is taking time for executing development order/any other issue.

BHEL reserves the discretion of deciding loading in any proportion depending upon execution of orders by suppliers and our requirement. Maximum loading to L1 shall be ensured provided despatches are made as committed. BHEL reserves the right of not giving counter-offer to highest bidder.

**C9 Risk Purchase**

BHEL shall be entitled to terminate the contract with any vendor and to purchase elsewhere at the risk and cost of the vendor, either the whole or part thereof which the supplier has failed to deliver within the time stipulated as aforesaid. Vendor shall be liable for the losses, which BHEL may sustain by way of such risk purchase in addition to aforesaid penalty for delayed delivery. Purchases made from any other vendor at its quoted rates shall be made and the difference of rates of defaulter vendor and new vendor shall be deducted from running bills of the vendor who has failed to deliver.

**C10 Liquidated Damages**

'Time is the essence of the contract'. As such, delivery of goods specified in the Purchase Orders shall be made within the time limit prescribed therein. Liquidated damages clause will be applicable for delayed supplies @ 0.5% per week or part thereof subject to a maximum of 10%. Once the delivery period mentioned has expired, and BHEL may or may not take the delivery of item.

**C11 Force Majeure:**

If at any time during the continuance of the contract, the performance in which or in any part by either party of any obligations under the contract are prevented or delayed by reason of any war, hostilities, acts of public enemy, civil commotion, sabotage, fires, explosions, epidemics,



BHEL COINDWAL

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quarantine restrictions, or acts of God (hereinafter referred to "an events") then provided the notice of happening of any such event is given by either party to the other within 21 days of the occurrence thereof, neither party shall by reason of such event be entitled to terminate the contract nor shall either party have any claim for damages against the other in respect of such non-performance and delay in performance and delivery under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If the performance in whole or part of any obligation under the contract is prevented or delayed by reason of any such event, claims of extension of time shall be granted for periods considered reasonable by BHEL subject to prior notification by the vendor to BHEL of the particulars of the event and supply to BHEL, if required, of any supporting evidence. Any waiver of time in respect of partial installment shall not be deemed a waiver of time in respect of remaining deliveries.

C12 **Arbitration:**

In the event of any dispute and/or difference arising between the Vendor and BHEL as to interpretation and/or execution of the contract and/or the respective rights and liabilities of the parties, such disputes and/or differences shall be referred to the sole arbitrator nominated by BHEL. The provisions of the Indian Arbitration Act and the rules thereunder shall apply to such arbitration. The award passed by the arbitrator shall be final and conclusively binding on all the parties.

C13 **Jurisdiction:**

The court of the place from where the purchase order is issued shall alone have jurisdiction to decide any dispute arising out of or in connection with the purchase order.



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**TECHNICAL TERMS:**

**T1 Scope of Supply:**

Material shall be supplied as per the applicable latest Technical Delivery Conditions (TDC), drawing and other special requirement as given in the Purchase Order. If requested, BHEL may allow assembly of boxes from shooks/sides in its premises at its own discretion.

**T2 Applicable Technical Delivery Conditions:**

All boxes are to be supplied as per enclosed drawings. The material used shall meet the TDC requirement/Standard requirements as mentioned.

**T3 Certificates:**

Compliance Certificates are to be provided along with the supplies.

**T4 Replacement/Repair of Rejected boxes:**

If any box is found defective and is not acceptable, it shall be intimated through Rejection Memo or similar communication from BHEL and shall have to be repaired by supplier from BHEL at his own cost. BHEL reserves the discretion to levy storage charges for material not lifted within the reasonable period.

**T5 Marking and certificates:**

Marking shall be as per drawing. Good stencil and ink/paint shall be used.

*G. S. S. S. S.*





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**CHECKLIST AND SEQUENCE OF DOCUMENTS TO BE SUBMITTED IN THREE PARTS BIDS**

S. No.	Document	Status [pl. check the following for ready ref]
1.	EMD envelope	Sealed envelope marked as Part-I "EMD envelope" DD submitted/ proof of claiming exemption submitted
2A.	<p><b>Second</b> envelope should contain</p> <p>(1) Pre-qualifying data, i.e. either of</p> <p>(A) Duly filled "Vendor registration form" [Registration form and any help in filling the same can also be asked from <a href="mailto:gss@ivp.bhel.co.in">gss@ivp.bhel.co.in</a> or <a href="mailto:vishal@ivp.bhel.co.in">vishal@ivp.bhel.co.in</a>] 01859-223346</p> <p><b>OR</b></p> <p>(B) If existing vendor of BHEL IVP GWL, undertaking mentioning vendor code</p> <p><b>OR</b></p> <p>(C) If vendor of any other unit of BHEL, undertaking mentioning vendor code supported by copies of registration certificate and latest POs from BHEL unit.</p> <p>Alongwith any of above documents, clear undertaking of operations intended to be out-sourced, (refer para P1)</p> <p>(2) Techno-Commercial bid</p> <p>(3) Unpriced bid (item prices not to be mentioned)</p>	<p>Sealed envelope marked as Part-II "Pre-Qualification &amp; Techno-Commercial Bids"</p> <p>Yes</p> <p>1. Filled format attached/ BHEL IVP GWL Vendor code mentioned/BHEL unit registration certificate copy and latest PO copies attached.</p> <p>2. Other details attached.</p> <p>3. Acceptance of techno-commercial terms.</p> <p>4. Unpriced bid attached.</p> <p>5. Capacity in cft per month mentioned.</p> <p><b>Envelop sealed.</b></p>
3.	Price Bid sealed in separate envelope superscribing tender enquiry detail, due date of opening, sender address	Sealed envelope marked as Part-III "Price Bid" Yes, sealed
4.	All three sealed envelopes put in an outer envelope mentioning all details like Enquiry no., description, due date	Yes

*Gss@ivp.bhel*







Annexure to Enquiry No. 101-033 dated 03.07.2010 due date 02.08.2010					
S. No.	Material Code	Item Description	Drawing no.	Qty, Nos.	Price in Rs. per piece, FOR Goindwal Sahib basis
[A]	[B]	[C]	[D]	[E]	[F]
1	GWB67035001	WOODEN PACKING BOX NO : 2	4-V-4000-07183	500	"To be filled by vendor"
2	GWB67035002	WOODEN PACKING BOX NO : 2A	4-V-4000-07183	600	"To be filled by vendor"
3	GWB67035003	WOODEN PACKING BOX NO : 3A	2-SH-BW-022/5	1200	"To be filled by vendor"
4	GWB67035004	WOODEN PACKING BOX NO : 4	2-SH-BW-022/5	800	"To be filled by vendor"
5	GWB67035005	WOODEN PACKING BOX NO : 5	2-SH-BW-022/5	1200	"To be filled by vendor"
6	GWB67035006	WOODEN PACKING BOX NO : 6	2-SH-BW-022/5	1200	"To be filled by vendor"
7	GWB67035007	WOODEN PACKING BOX NO : 7	2-SH-BW-022/5	800	"To be filled by vendor"
8	GWB67035008	WOODEN PACKING BOX NO : 9A	2-SH-BW-022/5	1000	"To be filled by vendor"
9	GWB67035009	WOODEN PACKING BOX NO : 10A	2-SH-BW-022/5	1200	"To be filled by vendor"
10	GWB67035010	WOODEN PACKING BOX NO : 13A	2-SH-BW-022/5	800	"To be filled by vendor"
11	GWB67035011	WOODEN PACKING BOX NO : 14A	2-SH-BW-022/5	800	"To be filled by vendor"
12	GWB67035012	WOODEN PACKING BOX NO : 14B	2-SH-BW-022/5	1200	"To be filled by vendor"
13	GWB67035013	WOODEN PACKING BOX NO : 15	2-SH-BW-022/5	200	"To be filled by vendor"
14	GWB67035014	WOODEN PACKING BOX NO : 16	2-SH-BW-022/5	150	"To be filled by vendor"
15	GWB67035101	WOODEN PLANKS SIZE 1"x 4" x 28"		15000	"To be filled by vendor"
16	GWB67035102	WOODEN PLANKS SIZE 1"x4"x 32"		15000	"To be filled by vendor"
17	GWB67035103	WOODEN PLANKS SIZE 2"x 4" x 28"		80000	"To be filled by vendor"
18	GWB67035104	WOODEN PLANKS SIZE 2"x 4" x 32"		50000	"To be filled by vendor"
19	GWB67035105	WOODEN PLANKS SIZE 2"x 4" x 36"		8000	"To be filled by vendor"
20	GWB67035106	WOODEN PLANKS SIZE 2"x 4" x 38"		8000	"To be filled by vendor"
21	GWB67035108	WOODEN PLANKS SIZE 1"x 4" x 36"		8000	"To be filled by vendor"
22	GWB67035107	WOODEN PLANKS SIZE 2"x 4" x 50"		8000	"To be filled by vendor"
Excise Duty rate (mention in % if applicable, mention as NIL if not applicable)					
			Applicable/Not Applicable		
			Extra/Inclusive		
			% if applicable		Pl. clearly mention in % if applicable
Cess on ED rate (mention in % if applicable)					
CST/VAT %					
			Extra/Inclusive		
			% if applicable		Pl. clearly mention in % if applicable
Validity of offers (pl. note min validity of 120 days is required)					
Monthly commitment in terms of cft					
					Pl. clearly mention
					Pl. clearly mention
The above prices are Firm, without any price escalation; are Rs. per piece; and are on FOR Goindwal Sahib basis.					
We accept all terms and conditions of the Tender Enquiry No. 101-033 dated 03.07.2010					
Authorised signatory with seal					