



**BHARAT HEAVY ELECTRICALS LIMITED,
TIRUCHIRAPPALLI 620 014
OUTSOURCING DEPARTMENT**

**INSTRUCTION TO SUBCONTRACTOR FOR SUBMISSION
OF OFFER FOR NIT: 2023OSB020**

- E-NIT: 2023OSB020** is for **Fabrication of Gr 91 Clamps for Patratu & Sagardighi Projects through OSB route** with BHEL materials (OSB Model). This NIT is a **two-part bid E-NIT**.
 - Part I** (Techno - Commercial bid)
 - Part II** (Price bid)
- Subcontractor shall ensure all the documents are uploaded in E-Procurement System (EPS) as per instructions given below: (EPS Website: <https://eprocurebhel.co.in/nicgep/app>)

Sl. No.	Type	DESCRIPTION	REMARKS
Part I (Techno - Commercial bid)			
1	Fill and upload	Annexure A - Pre-qualification Requirement - Questionnaire to be filled up by vendor and sent along with necessary documentary evidence	Firm shall print the document on their company's letter head, fill in necessary details Authorized signatory shall sign the document and company seal shall be affixed. Firm may attach necessary documentary evidence as per questionnaire. Firm shall scan the document and upload the same in EPS.
2	Fill and upload	Annexure B - Financial Soundness	Firm shall print the document on their company's letter head, fill in necessary details Authorized signatory shall sign the document and company seal shall be affixed. Firm may attach necessary documentary evidence as per Section I E. Firm shall scan the document and upload the same in EPS.
3	Fill and upload	Section VIII - Declaration by bidder	Firm shall print the document on their company's letter head, fill in necessary details (Name, Company, etc.,). Authorized signatory shall sign the document and company seal shall be affixed. Firm shall scan the document and upload the same in EPS.
4	Fill and upload	Section VI - Non-Disclosure Agreement (NDA)	Firm shall Print the document, fill in necessary details (Name, Company, Place, Date, Month, Year). Authorized signatory shall sign the document and company seal shall be affixed. Firm shall scan the document and upload the same in EPS.
5	Document to be uploaded	MSE certificate	Firm to upload UDYAM REGISTRATION CERTIFICATE (URC) for MSE certificate in EPS. In case URC is submitted by sub-contractor then CA certificate is NOT required . Firm can also upload UAM along with CA certificate (or) Attested copy of EM Part II along with CA certificate. In case UAM/EM Pat II is submitted by sub-contractor then CA certificate is required. CA certificate must be for the year up to March 2021 or later. In case a Firm is NON-MSE then Firm shall declare in their company's letter head that they are NON MSE and upload the same in EPS.
6	Document to be uploaded	Section IV - GST Details	Firm shall Print the document, fill in necessary details (Name, Company, GST No., GST %, SAC code). Authorized signatory shall sign the document and company seal shall be affixed. Firm shall scan the document and upload the same in EPS.
Part II (Price bid)			
1	Fill and upload	Price Bid	Firm shall download the Price bid format (an excel sheet) from EPS. In the excel sheet, <ul style="list-style-type: none">Fill in their vendor code and name in the space provided.Fill in the Rate in Rs. per UoM in the appropriate space given.Validate the Excel sheet.Save the Excel sheet.The Excel sheet shall be uploaded in EPS. After uploading, Firm has to digitally sign the document using the option available in EPS.

			Firm not willing to quote for any particular rate schedule are advised to leave the space blank for that particular rate schedule in the price bid.
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Note: All documents given above are mandatory.

3. In case of non-submission of above documents in requisite manner, offer submitted by sub-contractor shall be rejected.
4. Conditional offers, offers which are incomplete or defective and offers not in accordance with the Tender conditions shall be rejected.
5. As this tender enquiry is an **E-Tender** enquiry hence offer shall only be submitted in EPS only. No other mode of offer submission shall be entertained.
6. **Pre-qualification Requirement (PQR)** to ascertain the facility of the participating bidder is given in **Annexure A**. Same may be verified by BHEL during visit to the Vendor's works.
7. To check the Financial strength of the participating Vendor, following documents have to be submitted (as detailed in **Annexure B**):
 - Copy of Factory Incorporation Certificate.
 - Audited copies of annual reports (Balance Sheet and P&L account with CA membership number) for the last three years or from date of incorporation, whichever is earlier.
 - Latest IT Return copies for the last 3 years or from date of incorporation, whichever is earlier.
 - Solvency Certificate from Bank (with Banker's seal and Authorized signature with Name and contact details) shall be submitted along with their offer for Credit Limit for a minimum value as given below:
 - Solvency Certificate for Credit Limit shall be for cumulative value of 50% of material value for rate schedules quoted by the firm for the respective L1 quantum as tabulated below.

RS	RS Description	UOM	Qty (±10%)	Material Value (Rs Lakhs)	L1 Load	Solvency value (50% of material value for L1 Qty) in RS Lakhs
RS01	PATRATU BEARING & HORIZONTAL CLAMPS (GR91)	Kg	2396.13	4.21	L1:100%	2.11
RS02	SAGARDHIGI BEARING & HORIZONTAL CLAMP(GR91)	Kg	16172.78	28.87	L1:100%	14.44
RS03	SAGARDHIGI RISER CLAMP(GR91)	Kg	20485.05	37.98	L1:70%	13.29
RS04	SAGARDHIGI TRUNION CLAMP(GR91)	Kg	29543.14	44.99	L1:70%	15.75

Eg: If a vendor quotes for RS01, RS02 and RS03, Solvency certificate to be submitted for Rs. 61.4 Lakhs (Rs. 8 Lakhs for RS01, Rs. 49.5 Lakhs for RS02 and Rs. 3.9 Lakhs for RS03)

- The Certificate submitted along with their offer should be within **3 months** from the date of Part I Opening of this tender.

- List of Consortium Banks from whom participating Vendors can obtain the required certificate is given as per **Section Va**.

8. To enable subcontractor for submission of error-free offer, the following checklist has been provided. Subcontractor may refer the same before submission of offer.

Sl. No.	CHECKLIST FOR SUBMISSION OF OFFER BY SUBCONTRACTORS
1	Read and understand scope of work
2	Refer drawings, quality documents and painting scheme before quoting price
3	Note the Unit of measurement in this tender. Care to be taken before quoting price
4	Note the Offer validity and contract validity
5	Note that the Price to be quoted on "FIRM" price basis. PVC not applicable.
6	Note the Delivery period
7	Note the Distribution of load and conditions for counter offering (if applicable) as given in tender
8	Note the conditions w.r.to BG requirement before submission of offer
9	Note that the price shall be finalized through RA
10	Declare % of local content (Make in India) along with offer, if applicable.
11	Read and understand the GST clause
12	Read and understand LD, Risk Purchase Clause
13	Note the applicability of extras for each RS
14	Note the Payment terms, Safe custody of materials issued by BHEL and other terms & conditions as given in all sections of this NIT
15	Read and Understand the BHEL Guidelines for Suspension of business dealings with suppliers/contractors (available at www.bhel.com) fully.
Note:	
1	The above checklist is only indicative and not exhaustive.
2	Terms & conditions given in the NIT shall be final and binding on the subcontractors.
3	Subcontractor is strictly advised to read and understand terms & conditions given in all the sections of the NIT before submission of offer.
4	Any changes to offer after bid opening will NOT be entertained.

For any clarifications, kindly contact:

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