

**BHARAT HEAVY ELECTRICALS LIMITED**

(A Government of India Undertaking)

ghujkpFkpd; epWtdk;

BOILER AUXILIARIES PLANT,

Indira Gandhi Industrial Complex,

RANIPET- 632 406 (Tamil Nadu)

Ph: 04172- 284030, 284158,241170

Email: vdinakar@bhelrpt.co.in

ssvasan@bhelrpt.co.in

Tender NO: 667104E

Dt.14/09/2017

Annexure-A**CHECK-LIST FOR COVER -I (MSME/EMD)**

| S.No | Description - Details to be Filled by the Vendor |
|------|--|
| 1 | <u>Name of the Vendor with Office Address</u> |
| 2 | <u>Address for Communication</u> |
| 3 | <u>Contacts with Designation</u> |
| | 1.Name: Mobile Number: |
| | 2.Name: Mobile Number: |
| | E-Mail ID : |
| 4 | Declare the Value of Immovable property of the Proprietor/Partners/Board of Directors in Lakh |
| 5 | Distance of the vendor works from BHEL Ranipet in Kilometers |
| 6 | Vendor Registration Status with BHEL Ranipet (Mark ✓) |
| 7 | Indicate Vendor Code -If your Firm is already registered in Outsourcing Department, BHEL, Ranipet or Indicate Reference Code as NEW -If your Firm is New and not registered in Outsourcing Department, BHEL, Ranipet |
| 8 | Whether your firm falls under NSIC / MSME |
| 9 | If yes, enclose the relevant documents as proof |
| 10 | PAN Number |
| 11 | MSME Details (Indicate ✓) |

Signature of Authorized person with seal



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Tender NO: **667104E**

Dt.14/09/2017

Annexure-B

CHECK-LIST FOR COVER -II (Techno Commercial Bid)

| S.No | Description - Details to be Filled by the Vendor |
|------|---|
| 1 | Name of the Vendor with Office Address |
| 2 | Vendor Code / Vendor Reference Code |
| 3 | Offer Reference |
| 4 | Firms Capacity to be spared to BHEL Jobs for Fabrication/Machining - In terms of Metric Ton per Month |
| 5 | Signed in Technical Bid (Annexure-C) (without Price) |
| 6 | Signed in Standard Commercial Terms & Conditions format given as Annexure-E |
| 7 | Manufacturing Facilities Available with Firm as per format given in Annexure-F. |
| 8 | Affidavit in Stamp Paper value Rs.100 as per Annexure-I |
| 9 | Own land - Document copy with EC for 20 years / Lease Land - Self attested Copy of Lease Agreement for 3 Year period. |
| 10a | Documents to be enclosed for Partnership Firm – Self Attested Copies |
| | i) Latest Form- A, issued after 01.04.2017 |
| | ii) Partnership Deed Copy (AT WILL). |
| 10b | Documents to be enclosed for Limited Firm (Private Firm) – Self Attested Copies |
| | i) Latest resolution by Board of Directors. |
| | ii) Memorandum of Article of Association. |
| | iii) Company's Affidavit for existence |
| | iv) Latest Annual Report. |
| | v) Directors Share details |
| 11 | Power of Attorney if required as per Annexure-J |
| 12 | Vendor Registration Form given as Annexure-K along with all necessary documents (For New Firm) |
| | We have gone through all the terms and conditions of the tender and fully understood all the technical and commercial requirements and quoted for the tender without taking any deviation. |
| | Signature of Authorized person with seal |
| | Declaration |
| | I/We confirm that the following relevant documents are already submitted in MAIN/LDPP-OS-ARC-Tender Sl.No. 8) Affidavit Annexure-I., 9) Land Document including lease agreement, EC, 10a) Partnership firm Documents 10b) Private firm documents and 12) Vendor Registration form Annexure-K. |
| | Signature of Authorized person with seal |



Bharat Heavy Electrical Limited
Outsourcing Department
Ranipet - 632406

ANNEXURE - E
STANDARD COMMERCIAL TERMS & CONDITIONS

[FORMAT TO BE SUBMITTED BY THE SUPPLIER ALONG WITH TECHNICAL BID IN COVER II]

Tender No.667104E


Dt.14/09/17

Vendor Name with Code:

| S No. | BHEL Standard Commercial Conditions |
|-------|--|
| 01 | Terms of Delivery: FOR Destination FOR - Destination means FOR - BHEL Stores, Ranipet [Packing & Forwarding, Freight Charges are in Supplier's scope i.e. included in the quoted prices. Freight charges includes Materials collection from BHEL, Ranipet and return of finished components to BHEL, Ranipet are in vendors scope]. |
| 02 | Delivery Period: Three Months from PO date/last material clearance date including further materials, whichever is later. However actual delivery shall be fixed by BHEL for each PO on project requirement and product lead time. |
| 03 | Liquidated Damages: BHEL will levy penalty as Liquidated Damages (LD), for delay in delivery. The damages shall be at the rate of ½% per week or part thereof subject to a maximum of 10%. Delivery for purpose of L.D, will be reckoned as the date of clearance of the items for dispatch by BHEL. Supplier should quote a definite delivery period and any delay in delivery will attract penalty. |
| 04 | Terms of payment: Payment will be made within 45 days for MSME vendors and within 90 days for Non MSME vendors after receipt of valid invoices supported by full set of necessary documents at Finance in accordance with CL. 20.0 of Section II. |
| 05 | Bank Guarantee: Bank Guarantee for the value Rs.5/10 Lakh specified in the tender is to be submitted immediately after finalisation of the contract in the format provided by BHEL . |
| 06 | Risk Purchase: Alternatively, the BHEL at his option will be entitled the contract and to manufacture elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute therefor. The supplier shall be liable for any loss which the BHEL may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in LD clause. |
| 07 | Price Validity: One Year from the date of finalisation of Annual Rate Contract, however the validity date of the offer is 180 days from the date of tender opening for ordering. |
| 08 | For firms located within Tamilnadu: GST @18% (CGST-9% and SGST-9%) is applicable and the amount is Cenvatable. GST amount will be reimbursed on submission of proof of remittance challan, declaration if any and uploading of details in GSTN network with in the statutory time period. For firms located other than Tamilnadu: IGST @18% is applicable and the amount is Cenvatable. IGST amount will be reimbursed on submission of proof of remittance challan, declaration if any and uploading of details in GSTN network with in the statutory time period. |


We agree for all the above commercial conditions without any deviation and also certify that there is no deviation in any of the Terms and conditions of this tender.

Vendor Signature with Firm's Seal

| | | |
|---|---|---|
|  BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Undertaking) BOILER AUXILIARIES PLANT, | | Ph:04172-284030, 484158, 284606, 241170 Email: msiva@bhelrpt.co.in vdinakar@bhelrpt.co.in |
| Annexure -FA - Eligibility Criteria and General Information for LDPP-FABRICATION Group | | |
| Manufacturing Facilities Available with Firm and other General Information (Details to be filled by the Vendor) | | Vendor Reference code |
| General Information about Firm | | |
| 1 | Name of Firm | |
| 2 | Place & Address | |
| 3 | Office room with facilities like Computer, Printer, Internet access etc. | |
| 4 | Bank Account number and Name of Bank | |
| 5 | Proprietor/Partnership/Limited company | |
| 6 | Name of Proprietor / Partners / Director with Age and Contact number | |
| 7 | Educational & Technical Qualifications of Proprietor /Partners | |
| 8 | Educational & Technical Qualifications of Supervisors | |
| 9 | Number of In-house Quality Inspectors, Manpower details with Educational Details | |
| 10 | Availability of qualified NDT personnel | |
| 11 | ISO 9001 certification | |
| 12 | Excise Duty/VAT registration no (TIN/CST No) | |
| General Mandatory Facilities Required | | |
| 13 | Distance from BHEL,Ranipet in KM | |
| 14 | Electrical Power availabililty (EB) in KW - minimum 20 KW required. Attach EB service card copy | |
| 15 | Indicate Land area - Minimum 0.3 acres in single location Own/Lease - Document (Title deed with encumbrance certificate) to be furnished(if lease, lease should be minimum for a period of 3 years on the date of Tender Opening) | |
| 16 | Availability of approach road | |
| 17 | Availiability of Fencing/Compound wall all around the land | |
| 18 | Covered Area for working(Concrete/Asbestos/Metallic sheet) in Sq.ft - Minimum shed size shall be of Area 1000 Sq.ft | |


| | | |
|--|--|----------|
| 19 | Compliance of Statutory requirements such as Insurance, ESI and PF facility for employees, Safety requirements, Non usage of Child Labour, License from Government Agency(Inspector of Factories)..etc | YES / NO |
| Mandatory Fabrication Facilities required | | |
| 20 | Welding Gen / Rect /transformer 400 A(Make)/ CO2 weld equipment : Minimum 3 Sets. | |
| 22 | Manual gas Cutting with Accessories : Minimum 2 Sets | |
| 23 | Electrode Baking Oven upto 300 degree c ; Minimum 1 No. | |
| 24 | Thermal Flask: Minimum 3 No's. | |
| 25 | Pedestal grinder : Minimum 1 No. | |
| 26 | Angular grinding machines : Minimum 2 No's | |
| 27 | Portable Drilling Machine (Min 25mm): Minimum 1 No. | |
| 28 | Painting Facility - Compressor with Gun: Minimum 1 Set. | |
| 29 | Measuring Instruments : Measuring Tape 3 mtr., 15 mtr., 30mtr., Vernier Caliper each 1 No. and Try Square 2 No's. | |
| General Facilities available with Firm | | |
| 30 | pug gas Cutting machine with Accessories | |
| 31 | Availability of alternate power source (Diesel /inverter) indicate the capacity | |
| 32 | Concrete platform inside covered area in Sq.Ft | |
| 33 | Plate rolling machine capacity(Width and Thickness) in mm | |
| 34 | Availability of Level bed (Flatness 1 mm) | |
| 35 | Availability of Straight edge | |
| 36 | Crane to handle 10 MT Job either self owned or on hire basis. | |
| 37 | MPI Test Unit owned or hired | |
| 38 | Availability of Paint Coating Thickness Measuring Gauge | |
| 39 | Mechanical/Hydraulic press(indicate capacity) | |
| 40 | Availability of Press width & thickness | |

| | | |
|---|--|--|
| 41 | Availability of bending machine width & thickness | |
| 42 | Availability of section rolling facility with size | |
| 43 | Availability of Shearing machine - Specify width and thickness | |
| 44 | Availability of power saw | |
| 45 | Availability of Lathe with size - Maximum Dia to be held and Length of Bed | |
| 46 | Availability of Milling machine - Spindle size and Table size | |
| 47 | Heat Treating furnace with capacity | |
| 48 | Special Machines /Facilities if any other than specified above. | |
| <p align="center">I/WE certify that the details furnished above are true and Correct</p> | | |
| <p align="center">Signature of Vendor with Firm Seal</p> | | |
| <p align="center">Meeting / Not meeting the eligibility criteria fo the Group LDPP -FA</p> | | |
| <p align="center">Signature of Assessors</p> | | |

| | | |
|--|---|--|
|  BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Undertaking) BOILER AUXILIARIES PLANT, Indira Gandhi Industrial Complex, RANIPET - 632406(TAMIL NADU) | | Ph:04172-284030, 484158, 284606, 241170 Email: msiva@bhelrpt.co.in vdinakar@bhelrpt.co.in |
| Annexure - FC - Eligibility Criteria and General Information for LDPP-MACHINING Group LM-For office use) | | |
| | Manufacturing Facilities Available with Firm and other General Information (Details to be filled by the Vendor) | Vendor Reference code |
| General Information about Firm | | |
| 1 | Name of Firm | |
| 2 | Place & Address | |
| 3 | Office room with facilities like Computer, Printer, Internet access etc | |
| 4 | Bank Account number and Name of Bank | |
| 5 | Proprietor/Partnership/Limited company | |
| 6 | Name of Proprietor / Partners / Director with Age and Contact number | |
| 7 | Educational & Technical Qualifications of Proprietor /Partners | |
| 8 | Educational & Technical Qualifications of Supervisors | |
| 9 | Number of In-house Quality Inspectors, Manpower details with Educational Details | |
| 10 | Availability of qualified NDT personnel | |
| 11 | ISO 9001 certification | |
| 12 | Excise Duty/VAT registration no (TIN/CST No) | |
| General Mandatory Facilities Required | | |
| 13 | Distance form BHEL,Ranipet in KM - Within the radius of 450 KM | |
| 14 | Electrical Power availablilty (EB) in KW - minimum 15 KW required . Attach EB service card copy | |
| 15 | Own/Lease - Document (Title deed with encumbrance certificate) to be furnished(if lease, lease should be minimum for a period of 3 years on the date of Tender Opening) | |
| 16 | Availability of approach road | |
| 17 | Covered Area for working(Concrete/Asbestos/Metallic sheet) in Sq.ft - Minimum shed size shall be of Area 600 Sq.ft.(Min width 15 ft) | |

| | | |
|--|--|---|
| 18 | Compliance of Statutory requirements such as Insurance, ESI and PF facility for employees, Satefy requirements, Non usage of Child Labour, License from Government Agency(Inspector of Factories)..etc | |
| Mandatory Facilities Required . | | |
| 19 | REF ANNEX-A (Eiher one or combination of facilities listed) | |
| General Facilities available with Firm | | |
| 20 | Availability of alternate power source (Diesel /inverter) indicate the capacity | |
| 21 | Concrete platform inside covered area in Sq.Ft | |
| 22 | Availability of Level bed (Flatness 1 mm) | |
| 23 | Availability of materialHandling Equipments like EOT crane etc. | |
| 24 | Measuring Tools available with the supplier | |
| 25 | Availability of Straight edge | |
| 26 | Heat Treating furnace with capacity | |
| I/WE certify that the details furnished above are true and Correct | | |
| Signature of Vendor with Firm Seal | | |
| Meeting / Not meeting the eligibility criteria fo the Group | | |
| Signature of Assessors | | |
| ANNEX -A | | |
| Supplier shall give the List of Machines available with them | | |
| Sl. No | Machine Type | Capacity shall be specified by the supplier |
| 1 | Plate Rolling | |
| 2 | Section rolling | |
| 3 | Power saw | |
| 4 | Welding m/c | |
| 5 | Pug gas cutting | |
| 6 | Press brake | |
| 7 | Mech Press | |
| 8 | Shearing | |
| 9 | Bending | |
| 10 | Lathe | |
| 11 | Drilling | |
| 12 | Horizontal boring | |
| 13 | Vertical boring | |

| | | |
|---|--|----------------|
| 14 | Grinding ID | |
| 15 | Grinding OD | |
| 16 | CNC lathe | |
| 17 | CNC Horizontal machining centre | |
| 18 | CNC vertical lathe/Machining centre | |
| 19 | Any other special purpose machine /facility- Pl.specify | 1) 2) 3) |
| *Additional sheet may be used if required | | |

| | | |
|--|--|--|
|  | BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Undertaking) பாரதமிருமின் நிறுவனம் BOILER AUXILIARIES PLANT, Indira Gandhi Industrial Complex, RANIPET- 632 406 (Tamil Nadu) | Ph: 04172-284030, 284158, 284323, 241170 Email: vdinakar@bhelrpt.co.in ssvasan@bhelrpt.co.in |
| Annexure-FM- Eligibility Criteria and General Information for MAIN Category Groups (IMP) | | |
| Manufacturing Facilities Available with Firm and other General Information (Details to be filled by the Vendor) | Vendor Reference code | |
| General Information about Firm | | |
| 1 Name of Firm | | |
| 2 Place | | |
| 3 Office Room with facilities like Computer, Printer, Internet access etc.. | | |
| 4 Bank Account Number and Name of the Bank | | |
| 5 Proprietor/Partnership/Limited company | | |
| 6 Name of Proprietor/Partners/Director with Age and Contact Number | | |
| 7 Educational & Technical qualifications of Proprietor/partners | | |
| 8 Educational & Technical qualifications of Supervisors | | |
| 9 Number of in house Quality Inspectors, Manpower details with Educational Details | | |
| 10 Availability of qualified NDT personnel | | |
| 11 ISO 9001 certification : | | |
| 12 Excise Duty /VAT Registration No (TIN)/CST No.: | | |
| General Mandatory Facilities Required for all Groups | | |

| | | |
|----|--|-----------------|
| 13 | Distance from BHEL, Ranipet in KM. Within the radius of 350 KM for all Groups except "IMP" Group for which 450 KM is allowed. | |
| 14 | Electrical power availability (EB) in KW - Minimum 50 KW required. Attach EB Service card copy | |
| 15 | Indicate Land area - Minimum 1 Acre for Main in single location - own/Lease - Document (title deed with encumbrance certificate) to be furnished (If lease, lease should be minimum for a period of 3 years on the date of Tender opening) | |
| 16 | Availability of approach road | |
| 17 | Availability of Fencing/Compund wall all around the land | |
| 18 | Covered Area for working (concrete/ Asbestos/ Metallic Sheet) in Sq.ft - Minimum shed size shall be Area 2400 sq.ft. | |
| 19 | Compliance of Statutory requirements such as Insurance,ESI and PF facility for employees, Safety requirements, Non usage of Child Labour, License from Government Agency (Inspector of Factories) etc.. | Yes / No |
| | Mandatory Fabrication Facilities required for all Groups | |
| 20 | Welding Gen / Rect /transformer 400 A(Make)/ CO2 weld equipment : Minimum 3 Sets. | |
| 21 | Manual Gas Cutting Set with blow pipe: Minimum 2 Sets | |
| 22 | Pug Cutting machine with Accessories : Minimum 2 Sets | |
| 23 | Electrode Baking Oven upto 300 degree c ; Minimum 1 No. | |
| 24 | Thermal Flask : Minimum 3 No's. | |
| 25 | Pedestal grinder : Minimum 1 No. | |
| 26 | Angular grinding machines : Minimum 2 No's | |
| 27 | Mechanical / Hydraulic press: Minimum 1 No. | |
| 28 | Portable Drilling Machine (Min 25mm): Minimum 1 No. | |
| 29 | Painting Facility - Compressor with Gun: Minimum 1 Set. | |
| 30 | Crane to handle 10 MT Job either self owned or on hire basis. | |
| 31 | MPI Test Unit owned or hired: Minimum 1 Set. | |

| | | |
|---|---|--|
| 32 | Measuring Instruments : Measuring Tape 3 mtr., 15 mtr., 30mtr., Vernier Caliper each 1 No. and Try Square 2 No's. | |
| 33 | Availability of Paint Coating Thickness Measuring Guage: Minimum 1 No. | |
| | Mandatory Facilities Required for the Group - IMP | |
| 34 | Vertical Turning Lathe (VTL): Minimum 1 No. | |
| | General Facilities available with Firm | |
| 35 | Availability of alternate power source (Diesel /inverter) Indicate the capacity | |
| 36 | Concrete platform inside covered area in Sq.ft | |
| 37 | Plate Rolling machine capacity (width & thickness) in mm | |
| 38 | Availability of level bed (Flatness 1mm) | |
| 39 | Availability of straight edge | |
| 40 | Availability of bending machine width & thickness | |
| 41 | Availability of Section Rolling Facility with size | |
| 42 | Availability of shearing machine - Specify Width and Thicnkness | |
| 43 | Availability of power saw | |
| 44 | Availability of Lathe with size - Maximum Dia to be held and Length of Bed | |
| 45 | Availability of Milling Machine - Spindle size and Table size | |
| 46 | Availability of Dynamic Balancing Machine with size | |
| 47 | Heat Treating Furnace with capacity | |
| 48 | Special Machines/Facilities if any other than specified above | |
| I/We certify that the details furnished above is true and correct | | |
| Signature of the Vendor with Firm Seal | | |

Meeting the Eligibility Criteria for the following Groups

Not Meeting the Eligibility Criteria for the following Groups

Signature of the Assessors

Annexure G
Certification for MSME

Certificate by Chartered Accountant on letter head

This is to Certify that M/S
(hereinafter referred to as 'company') having its registered office at
is registered under MSMED Act 2006, (Entrepreneur
Memorandum No (Part-II) dtd:.....
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(E) dated October 5, 2006 :
Rs.....Lacs
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.....Lacs

(Strike off whichever is not applicable)

The above investment of Rs.....Lacs is within permissible limit of Rs.....Lacs forMicro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which 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 dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number -

Seal of Chartered Accountant

ANNEXURE – I S

AFFIDAVIT

I/We M/sdo hereby undertake the following

01. We have not been put on hold ,suspended, delisted, banned or black listed by any of the BHEL units
02. We have not been booked by CBI and/or indicted by a court of law in any criminal case relating to any manufacturing related activity during last 5 years .
03. Tick which ever is applicable

- i) ☐ One or more partners/directors/proprietor of us DO HAVE a relation or relations employed in the capacity of an officer of BHEL. The details are given below

Name:-

Staff.No:-

Designation:-

Department:-

(or)

- ii) ☐ One or more partners/directors/proprietor of us DO NOT HAVE a relation or relations employed in the capacity of an officer of BHEL. Concealing the above information , & if found by BHEL, BHEL may cancel the contract & forfeit EMD/Bank Guarantee forthwith .

04. All scope , Terms , conditions ,annexures ,technical/operational requirements of BHEL read understood, accepted with out any deviation and then submitted offer unconditionally .
05. In case it comes to notice of BHEL during the finalization of Tender/after placement of contract and while executing the contract that vendor has given incomplete ,false, incorrect, suppressed information & data, forged documents fake documents/ certificates ,fake certificated or any information prejudicial to BHEL's interest, BHEL will suspend the business with the vendor at any stage and the EMD/Bank Guarantee will be forfeited .
06. I/We undertake that the required Bank Guarantee will be submitted within 15 Days of finalization of the contract, else non submission of BG can be treated as "*not honoring his own offer or any of the condition* " stated/agreed in the tender and declared fit for taking penal action by BHEL as per "*suspension of Business dealings vide Clause R of section IV* " against me/us.

Signature of authorized person with Seal

[to be printed on stamp paper of Rs. 20]

KNOW ALL MEN BY THESE PRESENTS that, I, _____ (name of the person authorizing the other person) have been authorised by _____ (refer to the persons/Board of Directors as the case may be vide _____ dated _____ (refer to the authorizing documents), inter alia, to submit bid, quote price, submit documents, negotiate and execute contracts and do all acts and in deed in relation to the said acts in the name of and for and on behalf of M/s _____ (hereinafter “Principal”).

I consider it necessary and expedient to appoint _____

_____ (Name, Designation/Related as, Residential Address), to be my Attorney for me and in my name to do the following acts on behalf of the Principal, namely:

1. To receive Notice Inviting Tender/ Enquiry or any other document from or in relation to Bharat Heavy Electricals Limited, Ranipet (“BHEL”).
2. To submit bids, clarifications, quotations, prices, drawings, documents, or any other information in relation to the above;
3. To negotiate and execute contracts with BHEL.
4. To respond to queries or request for clarifications from BHEL and furnish documents in support of such response.
5. To do all acts, deeds and things which are necessary for the above acts or incidental thereto.

-/ Page 2 /-

I hereby agree and undertake to ratify all acts, deeds, assurances done, given, executed or made by my said Attorney in connection with the above as if the same were done or made by me. _____ (the principal)

IN WITNESS whereof I sign and execute this Power of Attorney on this _____ day of _____ 2014 at _____.

(Signature and Seal of the Principal)

With Land-line, Mobile, email, Address

=====

The Stamp size photo and specimen signature of the Attorney

Affix Photo here

Specimen signature of the Attorney

=====

SIGNED and delivered by the above named _____
(Principal) in the presence of _____ (Name of Witness),

(address of witness).

(Signature and Seal of the Witness)


=====

Signature & Seal of the Notary

=====

[Note:

1. In case of a company, the Managing Director of the Company shall sign on behalf of the Principal. The company's common seal shall also be affixed in the power of attorney
2. In case of Hindu Undivided Family, karta shall sign on behalf of the HUF.
3. In case of a partnership, all the partners of the Firm shall sign and affix seal on behalf of the Principal.
4. In case of a proprietorship, the proprietor shall be the Principal.]

| | | | |
|---|---|--------------|-------------|
|  | Annexure-II GUIDELINES TO INDIAN SUPPLIERS FOR FILLING-UP SUPPLIER REGISTRATION FORM | Document No. | AA:MM:SR:01 |
| | | Revision No. | 01 |
| | | Page No. | I of II |

- Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
- Registration Form may be obtained from BHEL website www.bhel.com.
- Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India


- In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
- Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
- The Supplier Registration Form has four parts:

| | | |
|--------|---------------------------------------|--|
| Part A | Organisational Information | Form no. SRF(I)01 – page 1 to 10 |
| Part B | Quality System | Form no. SRF(I)01 - page 11 to 12 |
| Part C | Technical Competence | Form no. SRF(I)01 page 13 (if sent by BHEL) |
| Part D | Score Sheet (to be filled by BHEL) | Form no. SRF(I)01 page 14 to 17 |

The set of formats to be filled by different category of suppliers is as follows:

| Sl.No | Supplier Category | Formats |
|-------|--|--|
| 1. | Indian Suppliers (manufacturers) | - Organisational Information - Quality System - Technical Competence |
| 2. | Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal | - Organisational Information SRF(I)01- Part A (page 1 to 10 except Sl. No. 5.1, 5.2, 6.6, 6.7, 7 & 8) |

- All columns are to be filled up properly in the space provided for. Wherever it is not applicable, please mention “Not Applicable”. The form is to be signed by the authorised signatory.
- A separate sheet may be attached if the space provided is insufficient or additional information is to be given. Please put proper identification tag on the separately attached sheet.
- Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
- As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
- Incomplete forms will be rejected.
- Any information / clarification required by BHEL during evaluation must be given expeditiously.
- Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
- Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
- If you are attaching a document in a language other than Hindi/ English, a self attested Hindi/ English translated document may please be also attached.

| | | | |
|---|---|--------------|-------------|
|  | Annexure-II Check List for Indian Supplier Registration Form | Document No. | AA:MM:SR:01 |
| | | Revision No. | 01 |
| | | Page No. | II of II |

| Sl.No. | Check-Point | Yes/No |
|--------|---|--------|
| 1. | Information against all points under “Organizational Information” (Part-A) has been given. | |
| 2. | All enclosures and supporting documents have been enclosed. | |
| 3. | Summary list of enclosures has been furnished as per S.N.10 of Organisational Information form no. SRF (I) 01 & S.N 12 of Quality system form no. SRF (I) 01. | |
| 4. | Are you an ISO 9001 accredited supplier? | |
| 5. | If yes, have you enclosed "Table of Contents” of your Quality Manual and copy of ISO 9001 accreditation certificate? | |
| 6. | Have you filled up Quality System format given in Part B? | |
| 7. | Technical requirements, specifications, drawings, standards have been received from BHEL before filling up Technical Competence, Part C. | |
| 8. | All the parts of the form & enclosures have been signed by Authorised Signatory. | |
| 9. | Have you attached EFT details? (In original, Certified by the bank) | |
| 10. | If you are seeking registration for a MSME company (as per MSME Act of Government of India), have you attached requisite certificate as per Act? | |

Date :

Signature & seal

(Authorised Signatory)

Note: This check list is to be attached with the filled up Supplier Registration Form.

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INFORMATION WITH * MARKS IS SCOREABLE.

PART- A : ORGANISATIONAL SOUNDNESS

ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR, WHEREVER IT IS NOT APPLICABLE, PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED. **PLEASE ATTACH SEPARATE SHEET, IF SPACE AVAILABLE IS INADEQUATE.**

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

| ORGANISATIONAL INFORMATION | | | |
|--|-------------|--------------------------------|--------------------------------|
| NAME AND CORRESPONDENCE ADDRESS OF THE SUPPLIER SEEKING REGISTRATION :- | | | |
| 1.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR : | | | |
| SL. NO. | DESCRIPTION | SIZE & RANGE | MFG. STD/ IS / DIN /BS ETC. |
| | | | |
| SUPPLIER'S AUTHORISED SIGNATORY | | BHEL CERTIFIED ASSESSOR | |

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2.0 GENERAL INFORMATION :

2.1 NAMES OF THE WORKS/DIVISION (Products manufactured at each works to be mentioned :

ADDRESS :
E - Mail :
TELEPHONE : Landline
Mobile
FAX :

2.2 NAME OF CHIEF EXECUTIVE /
PROPRIETOR / PARTNER & ADDRESS :

2.3 DETAILS OF AUTHORISED SIGNATORY FOR SEEKING CLARIFICATION :

NAME :
DESIGNATION :
E - Mail :
TELEPHONE : Landline
Mobile
FAX :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

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|---|--------------------------------|--|--------------------------------|-------------|---------|-------------|---------------|--|--|--|--|-----------------|--|--|--|--|-----------|--|--|--|--|------------------------------------|--|--|--|--|----------|--|--|--|--|---------|--|--|--|--|
| <p>4.0 REGISTRATION PARTICULARS</p> <p>(FURNISH DETAILS AND ENCLOSE COPY OF CERTIFICATE FOR THE FOLLOWING)</p> <p>4.1 PERMANENT ACCOUNT NO : _____</p> <p>4.2 CENTRAL SALES TAX REGN NUMBER : _____</p> <p>4.3 STATE SALES TAX / TIN NUMBER : _____</p> <p>4.4 EXCISE DUTY REGN NUMBER : _____</p> <p>4.5 EXCISE CONTROL CODE NUMBER : _____</p> <p>4.6 SERVICE TAX REGN NUMBER : _____</p> <p>4.7 CATEGORY AS PER MSMED ACT : MICRO/ SMALL/ MEDIUM</p> <p>REGN NO. : _____</p> <p>VALID UPTO : _____</p> <p>(Attach Certificate)</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>5.0 TOTAL ORGANISATIONAL STRENGTH : (ATTACH ORGANISATION CHART)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 15%;">GRADUATE</th> <th style="width: 15%;">DIPLOMA</th> <th style="width: 15%;">SKILLED</th> <th style="width: 15%;">NON-SKILLED</th> </tr> </thead> <tbody> <tr> <td>ENGINEERING :</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>MANUFACTURING :</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>QUALITY :</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>COMMERCIAL / SERVICE AFTER SALES :</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>OTHERS :</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL :</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>* 5.1 POWER BACKUP : YES/ NO (GIVE DETAILS)</p> <p>* 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : YES/ NO</p> | | | GRADUATE | DIPLOMA | SKILLED | NON-SKILLED | ENGINEERING : | | | | | MANUFACTURING : | | | | | QUALITY : | | | | | COMMERCIAL / SERVICE AFTER SALES : | | | | | OTHERS : | | | | | TOTAL : | | | | |
| | GRADUATE | DIPLOMA | SKILLED | NON-SKILLED | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ENGINEERING : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MANUFACTURING : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| QUALITY : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| COMMERCIAL / SERVICE AFTER SALES : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OTHERS : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL : | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; vertical-align: bottom;"> SUPPLIER'S AUTHORISED SIGNATORY </td> <td style="width: 50%; text-align: center; vertical-align: bottom;"> BHEL CERTIFIED ASSESSOR </td> </tr> </table> | | SUPPLIER'S AUTHORISED SIGNATORY | BHEL CERTIFIED ASSESSOR | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SUPPLIER'S AUTHORISED SIGNATORY | BHEL CERTIFIED ASSESSOR | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| ORGANISATIONAL INFORMATION | |
|--|----------|
| <p>6.0 OTHER PARTICULARS : (FURNISH DETAILS AND ENCLOSE DOCUMENTARY EVIDENCE/ COPY OF CERTIFICATE FOR THE FOLLOWING)</p> | |
| <p>* 6.1 IF THE COMPANY IS ALREADY REGISTERED WITH ANY OF BHEL UNITS, GIVE :</p> | |
| 6.1.1. BHEL UNIT'S NAME : | |
| 6.1.2. SUPPLIER REGN. CODE NO. : | |
| 6.1.3. ITEMS FOR WHICH REGISTERED & THEIR SPECIFICATION (ENCLOSE PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS) : | |
| <p>* 6.2 IS THE COMPANY APPROVED BY ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS / IBR / LLOYDS ETC FOR INTENDED MATERIAL CATEGORY? : (ENCLOSE DOCUMENTARY EVIDENCE)</p> | YES / NO |
| <p>* 6.3 IS THE COMPANY ISO 9001 APPROVED? : (ENCLOSE CERTIFICATE & TOC OF QUALITY SYSTEM) :</p> | YES / NO |
| <p>* 6.4 IS THE COMPANY AN ISO 14000 APPROVED? : (ENCLOSE CERTIFICATE) :</p> | YES / NO |
| <p>* 6.5 IS THE COMPANY OHSAS - 18000 APPROVED?: (ENCLOSE CERTIFICATE)</p> | YES / NO |
| <p>* 6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS) (ENCLOSE DOCUMENTARY EVIDENCE)</p> | |
| <p>* 6.7 R&D SET UP</p> | |
| <p>6.8 DIRECTORS / PARTNERS, IF RELATED TO ANY BHEL EMPLOYEE. NAME : STAFE NO. : DESIGNATION : Unit & DEPARTMENT : RELATIONSHIP :</p> | |
| <div style="display: flex; justify-content: space-between;"> SUPPLIER'S AUTHORISED SIGNATORY BHEL CERTIFIED ASSESSOR </div> | |

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6.9 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.

NAME :
STAFF NO. :
DESIGNATION :
UNIT & DEPARTMENT :
DATE OF LEAVING SERVICE :

6.10 COMPANY'S WEEKLY HOLIDAYS :

WORKS OFFICE

6.11 EXPERIENCE LIST:

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS . ALSO ATTACH PERFORMANCE CERTIFICATES ISSUED BY ANY TWO CLIENTS FOR SUCCESSFUL EXECUTION OF THE CONTRACTS FOR LAST TWO YEARS- FOR PEM)

*6.12 DETAILS OF PENDING LEGAL ISSUES ON CONTRACTUAL ASPECTS WITH CUSTOMER , IF ANY

6.13 The following information of Bank Account of the Company, duly endorsed by the Bank (required for Electronic Fund Transfer –EFT/RTGS) is to be submitted

1. Name of the Company
2. Name of Bank
3. Name of Bank Branch
4. City/Place
5. Account Number
6. Account type
7. IFSC code of the Bank Branch
8. MICR Code of the Bank Branch
9. Details of other Bankers (for reference purpose only)

NOTE :

Suppliers who have already submitted the above information are requested to submit a copy of the same.

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BHEL CERTIFIED ASSESSOR

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7.0 MANUFACTURING FACILITIES:

***7.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS (INCLUDING MATERIAL HANDLING FACILITY)**

| SL. NO | DESCRIPTION OF MACHINE/EQUIPMENT | QUANTITY | MAKE & YEAR OF INSTALLATION | REMARKS |
|--------|----------------------------------|----------|-----------------------------|---------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IN CASE OF SPACE LIMITATION, PLEASE ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONGWITH THEIR FACILITIES & EXPERIENCE**

| SL. NO | PROCESS OUTSOURCED | NAME OF THE COMPANY | DESCRIPTION OF MACHINE / EQUIPMENT | REMARKS |
|--------|--------------------|---------------------|------------------------------------|---------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE:**

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

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8.0 INSPECTION & TESTING FACILITIES:

*** 8.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT**

| SL. NO | DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY | NOS. | MAKE & YEAR OF MANUFACTURING | LAST DATE OF CALIBERATION |
|---|---|------|------------------------------|---------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG | | | | |

*** 8.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES & EXPERIENCE**

| SL. NO | TEST | SOURCE OF TESTING | DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY | APPROVAL OF EQUIPMENT/ PROCESS/PERSONNEL QUALIFICATION |
|---|------|-------------------|---|--|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG | | | | |

Note:

In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking

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|---|---|---|-------------------------|--------|----------|
| FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS | | | | | |
| 9.0 | Parameter | Year 1 | Year 2 | Year 3 | Year 4 |
| | | (Years in ascending order, Money value in Rs. Lakhs) | | | |
| * 9.1 | NET WORTH (Share Capital +Reserves) | | | | |
| | Growth over previous year (%) | ----- | | | |
| 9.2 | LONG TERM DEBT / LOAN | | | | |
| * 9.3 | DEBT EQUITY RATIO Long term Debt (9.2) Net worth (9.1) | | | | |
| 9.4 | INVESTMENT IN: Land & Building | | | | |
| | Plant & Machinery | | | | |
| | Other Fixed Assets | | | | |
| 9.5* | NET CURRENT ASSETS | | | | |
| | 1 a) Cash on hand | | | | |
| | b) Account receivable | | | | |
| | c) Inventories | | | | |
| | Total | | | | |
| | CURRENT LIABILITY | | | | |
| | 2 a) Sundry creditors | | | | |
| | b) Interest accrued but not due | | | | |
| | c) Other liabilities | | | | |
| | Total | | | | |
| 3 | * QUICK RATIO CA - INVENT. {9.5(1)-9.5(1)c} Current liability {9.5 (2)} | | | | |
| * 9.6 | SALES | | | | |
| | Growth over previous year (%) | ----- | | | |
| * 9.7 | PROFIT BEFORE TAX | | | | |
| | Growth over previous year (%) | ----- | | | |
| * 9.8 | Whether the supplier has been referred to BIFR / NCLT / any other Govt agency (If YES , enclose details) | | | | YES / NO |
| * 9.9 | Whether the supplier is a potential sick company.(If YES , enclose details) | | | | YES / NO |
| <p>NOTE: 1. Copies of annual accounts (Balance Sheet) for the last four years (or from date of incorporation which ever is less) along with audit report are to be submitted. The above details shall be highlighted in the Balance Sheet.</p> <p>2. Status of Tax assessments done under various laws (Income Tax, VAT/Sales Tax, Excise & Service Tax, Custom) and details of disputes pending, if any, with these authorities to be submitted.</p> | | | | | |
| SUPPLIER'S AUTHORISED SIGNATORY | | | BHEL CERTIFIED ASSESSOR | | |

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10. LIST OF ENCLOSURES (Tags to be put on enclosures) :

- | | | |
|--------|---|------------|
| (i) | MEMORANDUM AND ARTICLES OF ASSOCIATION / SOCIETY RULES AND BYE LAWS / PARTNERSHIP DEED/ PROFESSION TAX REGN & MUNICIPAL REGN. | : YES / NO |
| (ii) | Copy of certificate of following:- | |
| | • PERMANENT ACCOUNT NO | : YES / NO |
| | • CENTRAL SALES TAX REGN NUMBER | : YES / NO |
| | • STATE SALES TAX / TIN NUMBER | : YES / NO |
| | • EXCISE DUTY REGN NUMBER | : YES / NO |
| | • EXCISE CONTROL CODE NUMBER | : YES / NO |
| | • SERVICE TAX REGN NUMBER | : YES / NO |
| | • REGN NUMBER OF CATEGORY AS PER MSMED ACT | : YES / NO |
| (iii) | ORGANISATION CHART | : YES / NO |
| (iv) | If registered with any other BHEL Unit, | |
| | • LETTER OF REGISTRATION WITH BHEL UNIT | : YES / NO |
| | • PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS | : YES / NO |
| (v) | Letter of approval from ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /IBR / LLOYDS ETC | : YES / NO |
| (vi) | Accreditation certificate for | |
| | • ISO: 9001 | : YES / NO |
| | • TOC of Quality System Manual | : YES / NO |
| | • ISO : 14000 | : YES / NO |
| | • OHSAS , ISO 18000 | : YES / NO |
| (vii) | Letter regarding technical collaboration | : YES / NO |
| (viii) | Experience List / Performance certificate | : YES / NO |
| (ix) | Balance Sheet for the last four years along with audit Report | : YES / NO |
| (x) | Principal's authorization in case of dealers/ agents | : YES / NO |
| (xi) | EFT Bank's certificate | : YES / NO |

I /WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS & SPECIFICATIONs SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND/ OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.

Maximum Marks = 50

Negative Marks = -13

Minimum Qualifying marks = 30

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Part B (QUALITY SYSTEM):

| Sl. No | PARAMETERS | SYSTEM IN EFFECT (Tick if exists & provide evidences if ticked in written procedure) | | RECORDS (Tick if available & submit evidences) | REMARKS |
|--------|--|---|----------|---|---|
| | | Written Procedure | Practice | | |
| 1* | Incoming Material Control System | | | | Furnish a copy of system and organization. |
| 2* | In process control | | | | Furnish at least one work instruction & record of process control parameter |
| 3* | Manufacturing / Testing Procedure Qualification | | | | Procedure Qualification specification may be submitted |
| 4* | Personnel qualification for 3 above. | | | | Record of Personnel qualification (PQR) to be submitted |
| 5* | Calibration system | | | | Submit list of instrument & their calibration status |
| 6* | System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc. | | | | Copy of procedure to be submitted |
| 7* | System of Storage, Preservation , Painting & packing | | | | Copy of procedure to be submitted |
| 8* | System of NCR disposition & corrective preventive action | | | | Two copies of NCR & CAPA |
| 9* | Customer complaints handling system | | | | Submit list of customer complaints & status for the last three years |
| 10* | Safety measures | | | | Submit copy of safety system & Record of accidents for last three years |
| 11 | Any other quality initiative | | | | |

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Part B (QUALITY SYSTEM):

12. LIST OF ENCLOSURES

- (i) Copy of system of control incoming materials and organization chart
- (ii) Copy of at least one process control work instruction
- (iii) Record of process control parameter
- (iv) Copy of at least one Procedure Qualification specification
- (v) Record of Personnel qualification (PQR)
- (vi) List of instrument & their calibration status
- (vii) Copy of procedure for Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.
- (viii) Copy of procedure for Storage/ preservation/ painting & packing
- (ix) Copies of two NCRs and their CAPA.
- (x) List of customer complaints & status for the last three years
- (xi) Copy of safety system
- (xii) Record of accidents for last three years

Maximum Marks = 25

Minimum Qualifying marks = 15

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FORM NO. SRF(I)01

Part C: TECHNICAL COMPETENCE

Technical competence shall be evaluated in two parts viz. common competence and product/ material category specific competence.

(i) COMMON TECHNICAL COMPETENCE

| TECHNICAL COMPETENCE (where design specification is given by BHEL) | MARKING RANGE | Marking range, if product specific technical competency not required | SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)# | MARKS BY BHEL |
|--|---------------|--|--|---------------|
| 1. Supplier understands the product specification. | (0-3) | (0-8) | | |
| 2. Supplier understands the inspection requirements. | (0-2) | (0-5) | | |
| 3. Supplier has process capability to achieve the product specification/dimensional requirement. | (0-3) | (0-8) | | |
| 4. Supplier has experienced manpower to carry out the job. | (0-2) | (0-4) | | |
| TOTAL MARKS OUT OF POSSIBLE | 10 | 25 | | |

OR

| TECHNICAL COMPETENCE (where performance specification is given by BHEL) | MARKING RANGE | Marking range, if product specific technical competency not required | PROCEDURE | | SYSTEM IN EFFECT | | RECORDS | |
|--|---------------|--|--|---------------|--|---------------|--|---------------|
| | | | SUPPLIER RESPONSE (ALONG WITH SUPPORTING | MARKS BY BHEL | SUPPLIER RESPONSE (ALONG WITH SUPPORTING | MARKS BY BHEL | SUPPLIER RESPONSE (ALONG WITH SUPPORTING | MARKS BY BHEL |
| 1. Design capability | (0-3) | (0-8) | | | | | | |
| 2. Adequacy of quality assurance plan | (0-2) | (0-5) | | | | | | |
| 3. Process capability for components | (0-3) | (0-8) | | | | | | |
| 4. Adequate of testing | (0-2) | (0-4) | | | | | | |
| TOTAL MARKS OUT OF POSSIBLE Average of Total (Total/3) = ----- | 10 | 25 | | | | | | |

(ii) PRODUCT/ MATERIAL CATEGORY SPECIFIC TECHNICAL COMPETENCE

(Max Marks: 15)

Unit MISCC to structure the parameters to be considered for the technical competence depending on material category. The score of individual parameter selected is to be decided by MISCC. MISCC shall identify the requirement of enclosures to be furnished by supplier.

Product:

| Sl. No | Material category | Tech Parameter | Supplier's response | Remarks |
|--------|-------------------|----------------|---------------------|---------|
| | | | | |
| | | | | |

To be filled up only on receipt of technical requirements/ specification, drawings, standards from BHEL and to be sent to BHEL for further scrutiny. Enclose documentary evidence where ever required.

LIST OF ENCLOSURES:

Maximum Marks = 25

Minimum Qualifying marks = 15

No marks is to be given by the supplier. Only supplier response along with supporting documents.

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Part D : SCORE SHEET

1. ORGANISATIONAL SOUNDNESS (for Manufacturers):

| S.N. | PARAMETER | CRITERIA | Maxm. Marks | Marks Awarded |
|------|---|--|-------------|---------------|
| 1. | Whether all relevant information like ownership, PAN no., sales tax no., excise duty no., etc. submitted | Yes: 2 No: 0 | 2 | |
| 2. | 3.4 YEAR OF COMMENCEMENT OF BUSINESS | More than 5 years : 2 1-5 years : 1 Less than 1 year : 0 | 2 | |
| 3. | 5.1 POWER BACKUP | Yes : 1 No : 0 | 1 | |
| 4. | 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY | Yes : 1 No : 0 | 1 | |
| 5. | 6.1 REGISTERED WITH ANY OF BHEL UNITS | Yes (same item) : 2 Yes (another item) : 1 No : 0 | 2 | |
| 6. | 6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC | Yes : 2 No : 0 | 2 | |
| 7. | 6.3 ISO 9001 ACCREDITATION | Yes : 3 No : 0 | 3 | |
| 8. | 6.4 ISO 14000 ACCREDITATION | Yes : 1 No : 0 | 1 | |
| 9. | 6.5 OHSAS - 18000 ACCREDITATION | Yes : 1 No : 0 | 1 | |
| 10. | 6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS) | Yes : 1 No : 0 | 1 | |
| 11. | 6.7 R & D SET UP | Yes : 1 No : 0 | 1 | |
| 12. | 6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER | Yes : -5 No : 0 | 0 | |
| 13. | 7.1 & 7.2 MANUFACTURING FACILITIES INCLUDING OUTSOURCING | Adequate : 3 Substantial : 2 Inadequate : 0 | 3 | |
| 14. | 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE | Less than 10% : 2 10 to 30 % : 1 More than 30% : 0 | 2 | |
| 15. | 8.1 INSPECTION & TESTING FACILITIES | Adequate : 2 Substantial : 1 Inadequate : 0 | 2 | |
| 16. | 8.2 OUTSOURCING OF MAJOR TESTING FACILITY (Refer Note) | Yes : 0 No : 1 | 1 | |
| | TOTAL | | 25 | |

1. ORGANISATIONAL SOUNDNESS (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

| S.N. | PARAMETER | CRITERIA | Maxm. Marks | Marks Awarded |
|------|---|--|-------------|---------------|
| 1. | Whether all relevant information like ownership, PAN no., sales tax no., etc. submitted (clause 6.0 of chapter V to be referred in this regard) | Yes: 7 No: 0 | 7 | |
| 2. | 3.4 YEAR OF COMMENCEMENT OF BUSINESS | More than 3 years : 2 1-3 years : 1 Less than 1 year : 0 | 2 | |
| 3. | 6.1 REGISTERED WITH ANY OF BHEL UNITS | Yes (same item) : 2 Yes (another item) : 1 No : 0 | 2 | |
| 4. | 6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC | Yes : 2 No : 0 | 2 | |
| 5. | 6.3 ISO 9001 ACCREDITATION | Yes : 2 No : 0 | 2 | |
| 6. | 6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER | Yes : -5 No : 0 | 0 | |

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Part D: SCORE SHEET

2. FINANCIAL INFORMATION (for Manufacturers):

| S.N. | PARAMETER | CRITERIA | Maximum Marks | Marks Awarded |
|--------------|---|--|---------------|---------------|
| 1. | 9.1 Growth of Net Worth over previous year (%) Average of three years to be worked out | More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0 | 5 | |
| 2. | 9.3 DEBT EQUITY RATIO <u>Long term Debt (9.2)</u> <u>Net worth (9.1)</u> | 1 : 1 : 5 1.1 upto 1.5 : 1 : 4 1.6 upto 2.0 : 1 : 3 2.0 & above : 1 : 2 | 5 | |
| 3. | 9.5 QUICK RATIO <u>CA - INVENTORIES {9.5(1)-9.5(1)c}</u> Current liability {9.5 (2)} | 1 : 1 : 5 1 : 1 upto 1.5 : 4 1 : 1.5 upto 1.75 : 3 1 : 1.75 upto 2.5 : 2 1 : > 2.5 : 0 | 5 | |
| 4. | 9.6 Growth in Sales over previous year (%) Average of three years to be worked out | More than 35% : 5 20 -35 % : 4 10 – 20 % : 3 5 – 10 % : 2 > 0 & < 5 % : 1 0 or negative : 0 | 5 | |
| 5. | 9.7 PROFIT BEFORE TAX Growth over previous year (%) | More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0 | 5 | |
| 6. | 9.8 Whether the supplier has been referred to BIFR / NCLT/ any other similar Govt agency | Yes: -5 No : 0 | 0 | |
| 7. | 9.9 Whether the supplier is a potentially sick company | Yes: -3 No : 0 | 0 | |
| TOTAL | | | 25 | |

Note: If the supplier is new in business and does not have past data, then the evaluation will be done on the basis of information provided by him and will be decided by MISCC.

2. FINANCIAL INFORMATION (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

| S.N. | PARAMETER | CRITERIA | Maximum Marks | Marks Awarded |
|------|---|--|---------------|---------------|
| 1. | 9.6 Growth in Sales over previous year (%) Average of three years to be worked out | More than 35% : 5 20 -35 % : 4 5 - 20 % : 3 >0 - 5 % : 2 0 or negative : 0 | 5 | |
| 2. | 9.7 PROFIT BEFORE TAX Growth over previous year (%) | More than 20 % : 5 5 – 20 % : 4 >0 – 5 % : 3 0 or below : 0 | 5 | |

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Part D : SCORE SHEET

3. QUALITY SYSTEM :

| S.N. | PARAMETER | CRITERIA | Maxm. Marks | Marks Awarded |
|-------------------------|--|---|-------------|---------------|
| 1. | Incoming Material control System | System availability : Yes: 1 No : 0 | 1 | |
| | | Availability of Organisation chart Yes: 1 No : 0 | 1 | |
| 2. | Process control | Work instruction available: Yes: 1 No : 0 | 1 | |
| | | Record of process Control : Available : 2 Partial record : 1 Not available: 0 | 2 | |
| 3. | Manufacturing / Testing Procedure Qualification | Procedure Qualification Specification : Adequate : 3 In adequate: 1 Not available : 0 | 3 | |
| 4. | Personnel qualification | Record of PQR: Adequate : 3 In adequate: 1 Not available : 0 | 3 | |
| 5. | Calibration system | Adequate : 3 In adequate: 1 Not available : 0 | 3 | |
| 6. | System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc. | Procedure available : Adequate : 2 In adequate: 1 Not available : 0 | 2 | |
| 7. | System of Storage/ preservation/ painting & packing | Procedure available : Adequate : 2 In adequate: 1 Not available : 0 | 2 | |
| 8. | System of NCR disposition & corrective preventive action | Two copies of NCR & CAPA Available :2 Not available : 0 | 2 | |
| 9. | Customer complaints handling system | System available : Yes: 1 No : 0 | 1 | |
| | | Complaints registered & resolved : 2 Complaints registered & partially resolved : 1 Complaints not registered or not resolved : 0 | 2 | |
| 10. | Safety measures | System available : Yes: 1 No : 0 | 1 | |
| | | Record available : Yes: 1 No : 0 | 1 | |
| | TOTAL | | 25 | |
| BHEL CERTIFIED ASSESSOR | | | | |

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Part D : SCORE SHEET

4. TECHNICAL COMPETENCE

| | Maximum Marks (1) | Marks obtained (2) |
|--------------------------------|----------------------|-----------------------|
| A. Common Technical Competence | | |

And/ or

B. Product Specific Technical Competence

Column no. 1 to 4 to be filled by MISCC before sending to supplier. Column no. 5 to be filled by BHEL certified Assessor after evaluation of supplier response.

| Sl. No (1) | Parameter (2) | Scoring criteria (3) | Maximum Marks (4) | Marks obtained (5) |
|---------------|------------------|-------------------------|----------------------|-----------------------|
| | | | | |
| | | | | |
| | Sub-Total | | 15 | |

TOTAL (A+B):

25

()

SUMMARY:

| Sl. No | Criteria | Maxm Marks | Qualifying marks * | Marks obtained | Recommendation for registration |
|--------|--------------------------|------------|--------------------|----------------|--|
| 1. | Organisational Soundness | 50 | 30 | | Recommended : Permanent code /Development code/ Trial code Not recommended |
| | Financial Information | | | | |
| 2. | Quality System | 25 | 15 | | |
| 3. | Technical Competence | 25 | 15 | | |
| | TOTAL | 100 | 60 | | |

***Minimum Qualifying Score in Each category shall be 60%.**

REGISTRATION CRITERIA:

| Sl. No | Score | Recommendation |
|--------|--------------|--|
| 1. | More than 90 | Supplier is to be registered and given Permanent code, Normally no visit is called for. |
| 2. | >75 <=90 | Supplier may be visited if recommended by MISCC or to be registered and given permanent code. |
| 3. | >=60 <=75 | Supplier may carry out suggested improvements if advised by MISCC Supplier's visit is mandatory. Trial/ Development code may be given. |
| 4. | Less than 60 | Not to be registered |

Note: Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal are to be awarded marks on pro-rata basis and registered accordingly.

Signatures: MISCC and Suppler Evaluation Team (in case of visit)

1)

2)

3)

4)

5)

6)

BHEL CERTIFIED ASSESSOR

ANNEXURE – L

AUTHORIZATION LETTER FOR PARTICIPATING TENDER OPENING
(ON BIDDER'S LETTER HEAD)

Ref: Tender-OS-BAP-BHEL

Dt:.....

We, M/s.....
(name of the Tenderer)

hereby authorize Mr / Ms.....
(Name of the representative)

to participate in the Tender opening at BHEL-Ranipet for **Tender No: 667104E**
dt.14.09.2017.

The representative's specimen signature is appended below & attested.

(Signature of the representative)

-/Signature of the representative is attested/-

(Signature of Authorized Person with Firm Seal)