

(The Special conditions given hereunder supersede the relevant terms & conditions given in “General Terms & Conditions and Statutory compliances”, where ever applicable).

### **1.0 Tender submission**

Before tendering, the tenderer is advised to inspect the site of work and the environments and be acquainted with the actual working and other prevalent conditions, facilities available etc. In case of any query/doubt on the tender specifications, bidder shall contact the concerned authority for clarification before tender submission. No claim will be entertained later on grounds of lack of knowledge.

No **condition/ deviation** w.r.t. terms & conditions of the tender are acceptable.

Tenders can be submitted personally or by Speed post / Registered post with acknowledgment. Tenders should be posted with due allowance for any postal delay. The tenders received after the due date and time of submission shall be rejected, even if there is any postal delay.

### **2.0 Technical responsibilities: -**

- a) Only workers having ITI / Diploma/Equivalent or experience **of minimum 3 years** shall be deployed to execute the work. The contractor should submit experience certificates of all workers.
- b) The work shall be done under the full time and complete administrative & technical supervision by graduate engineer / experienced diploma holder / Group leaders appointed by the firm.
- c) The firm has to appoint one full time supervisor for every 14 no. workers for ensuring safe and satisfactory execution of the assigned work.
- d) Firm has to take responsibility to safe and satisfactory operation. Workers have to adhere to safety norms strictly. If any careless / casualty is noticed (at BHEL discretion) in the work, penalty will be imposed on the firm.
- e) Workers / Supervisors have to complete the assigned work and quantity, as per BHEL directives and up to the satisfaction of Test Area executive.
- f) Firm shall arrange all equipment's required for personnel safety of the workers as per BHEL Safety dept. norms.
- g) Firm shall submit **Medical fitness certificate** of sound health & eyesight of each worker from a registered medical practitioner, before the work commencement.

**3.0 Measurable Unit of the work:**

As per NIT

**4.0 Payment terms:**

As per NIT

**5.0 The bidder shall follow BHEL norms prevailing for wages to be paid to the Contract workers as flashed by HR-CLC.**

**A copy of HR-CLC site for wages to be paid, is attached herewith.**

**“Contractor shall ensure the payment of statutory minimum wages as well as additional wages recommended by BHEL”.**

**“Contractor shall also ensure hike in statutory minimum wages in October month & April month with additional wages recommended by BHEL”**

**6.0 The bidder is also requested to pay their workers through Bank to ascertain the wages paid.**

**7.0 The successful bidder should follow the set guide lines of BHEL-HR(CLC), the final bill shall be released only after meeting all the compliances and payment of bonus to the workmen.**

**8.0 Penalty Clause:**

As per NIT

**9.0 Rights of BHEL**

- a) The bidders offer may be rejected based on unsatisfactory past performance in any of the contracts of BHEL Bhopal or any of its units.
- b) If the tenderer furnishes wrong information in his offer, BHEL reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Security Deposit.
- c) The incomplete/unsigned offers may be summarily rejected. The bidder should submit the complete offer in all respect with duly signed & sealed.
- d) BHEL reserves the right to cancel this tender, at any stage, without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action.

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**ANNEXURE – “A”**

**EXPERIENCE OF PAST WORK RELATED TO QUALIFYING REQUIREMENT -  
INFORMATION OF WORKS EXECUTED**

(Submit Work orders copies with its completion certificates)

S.No.	Agency by whom awarded	Location of work	Particulars of the works awarded	Value of Contract executed	Date of completion

Name & signature of the bidder

(Seal)

**ANNEXURE – “B”**

**DECLARATION SHEET**

I / We, .....  
hereby certify that, all the information and data furnished by me / us with regard to this Tender Specification **TTG/GEN/2019/101** are true and complete to the best of my / our knowledge. I / We have gone through the NIT, “Special conditions” and “General terms & conditions and Statutory compliances” in detail and agree to comply with the requirements and intent of specification, without any condition or deviation.

I / We, hereby give undertaking that I / We will submit the Provident fund certificate to BHEL, before deployment of labours.

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

Tenderer’s Name & Address:

Name & signature of the bidder  
(Seal)

### ANNEXURE – “C”

#### CHECKLIST & SCHEDULE OF GENERAL PARTICULARS

NOTE : - Bidder shall fill in the following details and no column should be left blank.

1.	Name & Address of the Bidder		
2.	Fax / Email Address		
3.	Phone No. (Office)/ Mobile nos.		
4.	Name & designation of the official of the tenderer to whom all the references shall be made		
5.	Bidder's proposal No. & date		
6.	Whether Tender fee submitted (By online E-payment system). Pl. give details.		
7.	Whether EMD submitted (By online E-payment system/One Time EMD) Pl. give details.		
8.	Income tax PAN no.	Yes / No	
9.	Submission of Detail of experience (in the format Annexure “A”) with work order copies & completion certificates	Yes / No	
10	Submission of signed and stamped downloaded copy of “NIT”, “Special conditions” and “General terms & conditions”.	Yes / No	
11	Submission of Attested copy of power of attorney if signed by person other than the owner.	Yes / No	
12	Submission of Details about type of ownership of the firm.	Yes / No	
13	Submission of copy of ESI certificates, PF certificate(before deployment of labour), (Labour licence- after award of work).	Yes / No	
14	Submission of Declaration sheet (in the format Annexure –“B”)	Yes / No	
15	Submission of Part-II(Price bid) <b>in a separate sealed envelop.</b>	Yes / No	
16	Submission of copy of average annual financial turnover of Rs 8.31 lakhs during last 03 financial years	Yes / No	

**Signature of the Bidder with seal**