



अपूर्नपएत

भारत हेवी इलेक्ट्रिकल्स लिमिटेड

(भारत सरकार का उपक्रम)

बॉयलर ऑगिज़लरीज प्लांट, इन्दिरा गाँधी इंडस्ट्रियल कॉम्प्लेक्स,
रानीपेट - 632 406 (तमिलनाडु)

BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)

BOILER AUXILIARIES PLANT,

Indira Gandhi Industrial Complex,
RANIPET- 632 406 (Tamil Nadu)

TENDER DOCUMENT

Tender Notice No	BAP-ERN-KORBA-W-PC-and-Cook-C-304 Dt.08-Feb-2018
Name of work	Providing of (a) Personal Computers under rental basis for BHEL-Site Office at project site of 4x210 MW, HTPS, Korba-West and (b) Providing of a Cook for our Staff at transit hostel established at Door No. B-56, Power City Colony, Near Ayodyapuri, Korba-West, Korba (Dist), Chattishgarh.495450
Type of tender	Open tender.
Period of contract	12 Months
Earnest Money Deposit (EMD) Amount	EMD Waived off
Last date & Time for Receipt of the Tender	15-Feb-2018 at 14.30 Hrs.
Date of Technical bid Opening	15-Feb-2018 at 14.30 Hrs.
<i>(Please obtain updated information from the BHEL website about the latest applicable dates & other changes if any in the tender contents)</i>	
Date of Price Bid Opening	All attempts will be made to ensure evaluation of The Technical Bids immediately and Bidders whose technical bids are found acceptable will be opened on 15-Feb-2018 by 15-00 Hrs. Else the date of opening of Price Bid will be intimated separately.
Place of submission of Tender	Tender Box placed in Erection Services Department (Nearer to East-Gate) , BHEL –BAP- Ranipet – 632 406.
Address on the Sealed Tender Cover to be:	SDGM / Erection Services Department BHARAT HEAVY ELECTRICALS LIMITED RANIPET , VELLORE DISTRICT TAMIL NADU- 632 406.
Venue of the Tender Opening	Office of SDGM/ES Dept/BHEL/BAP/Ranipet
Note: All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the web pages (www.bhel.com > Tender notifications > view corrigendum) and CPP Portal only and not in the newspapers. Bidders shall keep themselves updated with all such developments.	



अभ्युपनिषत्

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PROCEDURE FOR SUBMISSION OF SEALED TENDERS

1. The tenderer must submit their tender in two parts in separate sealed covers prominently super scribed as PART-I TECHNICAL BID AND PART-II PRICE BID and also indicating on each of the covers the TENDER SPECIFICATION NUMBER AND DUE DATE AND TIME OF SUBMISSION as mentioned in the tender notice.
 - 1.1 **PART-I (TECHNICAL BID) COVER-I** :Excepting rate schedule, all other documents , data Sheets and details called for in the specification shall be enclosed in PART-I “TECHNICAL BID”.
 - 1.2 **PART-II (PRICE BID) COVER-II**: All indications of price shall be given in this PART-II “PRICE BID” only.
2. In case of submitting of **your offer by email, the following instruction** may be carried out
 - 2.1 **PART-I (TECHNICAL BID)**: Excepting Rate Schedule, all other documents , data sheets and details called for in the specification including payment details of EMD(in the form of DD or epayment reference copy) shall be scanned in PDF format and can be send to email ID: plramana@bhelrpt.co.in/ or rsreedar@bhelrpt.co.in.
 - 2.2 **PART-II (PRICE BID)**: The signed copy of duly filled price-bid copy may be scanned in PDF format and (a password protection may be incorporated for opening of the file) shall be submitted through email to plramana@bhelrpt.co.in or rsreedar@bhelrpt.co.in.
 - 2.3 The Password for opening of this price bid document shall be send to us only at the time of Price- bid opening.

Note: If price bid file could not be opened due to system error/corrupt file format/incorrect password etc, the offer shall not be considered for further processing...



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**OFFER OF CONTRACTOR
(FORMAT-to be typed in your letter-head)**

Ref :

Date :

To

The Sr.Deputy General Manager / Erection Services,
Bharat Heavy Electricals Limited
Boiler Auxiliaries Plan
Indira Gandhi Industrial Complex
RANIPET -632 406 (TAMIL NADU)

Sir,

Sub: Providing of Personal computer & a Cook - Korba West, Chattishgarh-495450

Ref : Tender specification No. **BAP-ERN-KORBA-W-PC-and-Cook-C-304**

I/We hereby submit our offer for providing of (a) Personal Computers under rental basis for BHEL-Site Office at project site of 4x210 MW, HTPS, Korba-West and (b) Cook at transit hostel established at Door No. B-56, Power City Colony, Near Ayodyapuri, Korba-West, Korba (Dist), Chattishgarh.495450 as per terms and conditions of Tender Specification No. **BAP-ERN-KORBA-W-PC-and-Cook-C-304** issued by M/s. Bharat Heavy Electricals Limited, Boiler Auxiliaries Plant, Ranipet.

I/ we have carefully perused all the terms and condition of this tender and agree to abide by the same. I
/ We have quoted our best rates in the attached rate schedule.

Place:
Date :

SIGNATURE OF THE CONTRACTOR
ADDRESS :



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RATE SCHEDULE

Tender Specification: **BAP-ERN-KORBA-W-PC-and-Cook-C-304**

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NAME OF WORK: Providing of (a) Personal Computers under rental basis for BHEL-Site Office at project site of 4x210 MW, HTPS, Korba-West and (b) Providing of a Cook for our Staff staying in the transit hostel established at Door No. B-56, Power City Colony, Near Ayodyapuri, Korba-West, Korba (Dist), Chattishgarh.495450

SL. No	Description of Work	UOM	Qty	Rate Per Month Rs.	Amount Rs.
01	Providing of a Desk- top PC, a multi-function-printer, data Card with unlimited usage, 1 KVA UPS, Computer Chair Computer Table-complete set as per technical specification mentioned in tender document on monthly rental basis. (Note: Total reqt is 2 sets for 12 months)	Set-Months	24		
02	Providing of a care taker cum cook for Field Hostel located at B-56, Power City Colony, Near Ayodyapuri, Korba-West, Korba (Dist), Chattishgarh.	Man Month	12		
				Total Value	
TOTAL AMOUNT IN WORDS :					

SIGNATURE OF THE CONTRACTOR



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Annexure-A

Tender Specification for Providing of a Personal Computers under rental basis for BHEL- Site Office at project site of 4x210 MW, HTPS, Korba-West

1. SPECIFICATION FOR PC SYSTEM.

SL.NO	FEATURES	MINIMUM REQUIREMENTS
01	Processor	Intel i-3- 2130 GHz or above 4 th generation
02	Chipset	Appropriate Chipset
03	RAM	4GB DDR SDRAM or above
04	HDD	500 GB SATA or above
05	Optical Drive	52 X DVD writer or higher, SATA
06	Monitor	18.5 inches LED
07	Key Board	Minimum 104 Keys Windows keyboard
08	Mouse	2 Button optical mouse
09	Ethernet	Integrated 10/100 Mbps NIC for LAN
10	Ports	Minimum 1 parallel, serial USB
11	OS & Software	Windows 10 and office 2013 (licensed version)
12	USB	Minimum USB-4
13	Accessories	Mouse pad & Dustcovers
14	Data-card	for Internet-Access of unlimited usage
15	UPS	1KVA UPS with 1 Hr. back up
16	PRINTER	A4 size laser jet printer with print, scan & copy function
17	PC table	Should be of a reputed make and shall be suitable for accommodating, a PC display unit, CPU, ups, key board & printer
18	Revolving chair	Should be from a reputed make

Other Terms & conditions.

- Maintenance of the PC, printer & UPS is in the scope of the contractor.
- If any fault / failure of the system occurs, it should be rectified immediately without delay at contractor's cost. The scope also includes supply of required spares/ consumables like printer cartridges etc. as and when required by BHEL.
- The contractor shall strictly abide by the state and central laws, statutory rules, regulations etc as well as any other requirements / provisions including insurance, etc.. **The rates quoted shall be inclusive of all the above requirements.**
- Contract period:** The total tentative contract period shall be **12 months** which shall be extended or short closed with one month prior intimation from **BHEL**.
- DEDUCTION FOR BREAK(S) IN providing of cook: When the Personnel computer is down due to system failure for a continuous period of 05 or more days, the payment for the total period of non-utilization will be deducted proportionate to the quoted/accepted monthly rates. A month means a calendar month. When the cook is not utilized/required by BHEL for a continuous period of up to 04 days, no deduction will be made in the monthly rates.
- THE COMPREHENSIVE INSURANCE POLICY: This insurance shall be in such a form to protect the CONTRACTOR against all claims for Theft, Fire etc..

SIGNATURE OF THE CONTRACTOR



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Annexure-B

Tender Specification for Providing of a Cook at transit Hostel (at Door No. B-56, Power City Colony, Near Ayodyapuri, Korba-West, Korba (Dist), Chattishgarh.495450)

1. The Cook provided shall be capable of carrying out the assigned work to the satisfaction of BHEL particularly cooking of South Indian Food varieties. The utensils for cooking, Gas Stove, Serving Vessels, Bottles/Boxes for storing of the groceries and other Items are available in the Transit hotel.
2. The scope of wok includes
 - a. Cooking of Food as required by the inmates (Including Cooking of Breakfast with Tea/coffee, Lunch, Snacks in the evening with Tea/Coffee, Dinner etc..)
 - b. Serving of the food to the inmates
 - c. Cleaning of Vessels
 - d. Keep the transit Hostel in a neat and tidy manner
 - e. To carryout sundry assignment from the inmates
 - f. Maintaining of accounts w.r.t. the Cash & Bills handled
3. The contractor shall strictly abide by the state and central laws, statutory rules, regulations etc as well as any other requirements / provisions including insurance, medical facilities, minimum wages, safety requirements, accommodations, conveyance etc., are the responsibility of the Contractor. **The rates quoted shall be inclusive of all the above requirements**
4. The cook **Shall not stay in the Field Hostel.**
5. The normal hours of working at the transit hostel will be from 7.00 A.M to 7.00 PM.
6. In the absence/leave of the cook, the contractor shall arrange alternate person.
7. **Contract period:** The total tentative contract period shall be **12 months** which shall be extended or short closed with one month prior intimation from **BHEL.**
8. If the cook is required to work beyond normal working hours, the same should not be refused and such overtime services, overtime charges @Rs.40/- per hour shall be paid.
9. The cook should be made available by the contractor on all of a month including Sundays & Holidays. But, there will be no extra payment for providing cook on such holidays.
10. During the contract period, if the contractor is unable to provide a cook on any particular day(s) or for a continuous period, an alternative Cook shall be arranged by BHEL and the difference in cost will be recovered from the contractor.

SIGNATURE OF THE CONTRACTOR



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Terms & Conditions:

1. SUBMISSION OF OFFER : This Terms & conditions in original, duly signed in all the pages, should be submitted to BHEL along with your offer as a token of acceptance of the conditions. Your are requested to quote in the Rate schedule for this enquiry attached herewith. Your offer should be submitted in a sealed cover to the below address.

To

The Office of the SDGM/Erection Service,
Bharat Heavy Electricals Limited,
Boiler Auxiliaries Plant, Ranipet – 632 406.
Tamil Nadu

Phone No.:04172 - 284973,

2. TAXES & DUTIES: The quoted rates shall be inclusive of all taxes and duties leviable by any Local body / State Government / Central Government authorities **except GST**.
3. **GST**: Quoted rate shall be exclusive of **GST**. The **GST** shall be reimbursed at actuals against proof of GST remittance challan. The current rate of **GST** is @18% of taxable service rendered.
4. The proof of remittance of GST is required for processing of your invoices.
5. **Input Tax Credit**: In case GST credit is delayed/ denied to BHEL, due to non/delayed payment of GST by the contractor, or due to any other reasons not attributable to BHEL, GST amount shall be recoverable from the contractor pending bills along with interest & penalty levied/ leviable.
6. EARNEST MONEY DEPOSIT (EMD) : Not Applicable
- 7.
8. **SECURITY DEPOSIT (SD)**: The applicable SD is 5 % of the total contract value. 50 % of the SD shall be deposited by the successful bidder before commencement of the work. The balance 50 % of SD shall be recovered at 10 % of each running bill till full Security Deposit is made-up. The entire Security Deposit so recovered/deposited shall be refunded upon successful completion of the contract.
9. **PAYMENT TERMS** : 100% payment shall be made on pro-rata basis based on bills raised by the contractor on monthly basis. Payment will be made once in a month only through E-payment (through NEFT/RTGS) after deducting the bank commission charges. To make e-payment the contractor shall submit and acceptance letter in the enclosed format (ANNEXURE). Payment will be made within a period of 30 days from the date of submission of bills along with all the enclosures as called for by BHEL. A month means a calendar month. TDS will be deducted at the applicable rates
10. The cook has to maintain good cooking habits at all times and ensure cleanliness in operation. In case BHEL is not satisfied with the performance of the cook, the contract will be terminated on 01 (one) month notice..
11. The terms and conditions shall be duly signed in all the pages as a token of acceptance of the conditions and submitted along with the offer.

SIGNATURE OF THE CONTRACTOR