



ಭಾರತ ಹೆವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್
भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
 (A Government of India Undertaking)
 ELECTRONICS DIVISION
 P.B. No. 2606, Mysore Road, Bangalore - 560 026

Gram : BHARATELEC
 Fax : 080-26740137
 PHONE : 26998.....
 (EPABX. NO.)

Tender Ref: BHEL/EDN/HRD/2017

NOTICE INVITING TENDER

1. Tender Reference : BHEL/EDN/HRD/2017 Dated 7th Nov 2017
2. Name of the work : Positioning of **TWO Coffee Vending machine** at BHEL EDN, Supply of Ingredients and service.
3. Duration of Contract : For a period of One year .
4. Last Date and time for the Receipt of completed tender : **Before 13.00 Hours on 29th Nov 2017**
5. Date and time for tender Opening : **At 13.30 Hours on 29th Nov 2017**
6. Place of Submission of Completed tender : To be dropped in the **HRM (Box No.12)**
Tender Box kept in the reception area at BHEL,
Electronics Division, Mysore Road, Bangalore-560026.

This Tender documents contains Scope of work, Terms and conditions etc. as follows.
 (Total Twenty (20) pages including this page) :

1. Scope, Terms and Conditions of work : Annexure 1 (One page)
2. Instruction & Guidelines to Bidder and Pre-qualification criteria. : Annexure 2 (Two pages)
3. General terms and conditions : Annexure 3 (Five pages)
4. Commercial terms and conditions : Annexure 4 (Four pages)
5. EFT Format : Annexure 5 (One page)
6. Declaration by Vendor : Annexure 6 (One page)
7. Technical Specification : Format – A (One page)
8. Evaluation of Price bid : Format – B (One Page)
9. Price Bid : Format – C (One page)
10. Bidder Information : Format – D (One page)
11. Checklist : Format – E (One page)

Note: The offer should be submitted in **TWO PARTS** . The bidder shall return the duly filled in Tender Documents after affixing signature and seal on all pages. Price bid Format – C shall be submitted in separate envelopes and properly marked.

Prepared By.

ಉದಯಕುಮಾರ್ ಆರ್., ಹಿರಿಯ ವ್ಯವಸ್ಥಾಪಕರು / ಮ್ಯಾನೇಜರ್.
 उदयकुमार आर., बरि प्रबंधक / .-म.सं.वि.
UDAYA KUMAR R., Sr. MANAGER / HRD
 BHEL-EDN, MYSORE ROAD, BANGALORE-560 026

Approved By.

ಪಿ. ಸೀಮಾ ನಾನಾiah, ಅ.ಪ್ರ.ವ್ಯ./ಮಾ.ಸಂ.ಅ.
 पी. सीमा नानाiah, अ.म.प्र. / मा.सं.वि.
P. SEEMA NANAIAH, AGM/HRD
 MYSORE ROAD, BANGALORE - 560 026



SCOPE , TERMS AND CONDITIONS OF WORK

1. This contract is for a period of one year from the date of installation with all accessories and ingredients
 2. Two Coffee Vending machines shall be positioned at BHEL EDN. The location within BHEL EDN will be as identified by the HRD representative from time to time.
 3. The Vendor shall be responsible for transport of machine to BHEL-EDN and taking it out after contract period.
 4. The machine shall be maintained, serviced and monitored by Vendor's operator.
 5. Installation and maintenance of machine with all necessary accessories and support system is in vendor scope.
 6. The ingredients shall be suitably (need base) supplied by vendor on regular basis and can be stored in BHEL EDN. Vendor operator will ensure utilization of these ingredients for making coffee, tea and other beverages.
 7. BHEL EDN will provide only space for keeping machine, table for keeping machine, power point and storage space for storing ingredients.
 8. Vendor shall use filter water (Not RO water) available within BHEL EDN. If RO water / bottled water is required for the machine, then the same as to be arranged by vendor without extra cost.
 9. Estimated average beverage consumption will be 50 to 100 cups per working day per machine. However ingredients should be supplied on need base only after clearance from user (HRD). **Minimum off take qty. of ingredients is not guaranteed.**
 10. Ingredients shall be supplied by you as per the agreed rates and bills shall be presented once in a month on the basis of actual consumption of ingredients.
 11. Actual consumption of ingredients means “ ingredients supplied on need base after clearance from user (HRD) ”.
 12. The quality and serving parameters shall be as per our requirement. We reserve the right to terminate the contract at any point of time on account of unsatisfactory service.
 13. Mobilization and advance payment will not be made by BHEL.
 14. All pages of offer should be signed by vendor.
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INSTRUCTIONS & GUIDELINES TO BIDDERS AND PRE- QUALIFICATION CRITERIA

1. INSTRUCTIONS & GUIDELINES TO BIDDERS (TENDERERS):

1.1. BIDDER TO INFORM HIMSELF FULLY:

- a) The bidder shall closely peruse all the clauses, requirements etc., indicated in the tender documents, before quoting. Should the bidder have any doubt about the meaning of any portion of the tender specifications or find discrepancies or omissions in the specifications or if the tender documents are found to be incomplete or require clarifications on any of the technical aspects, scope of work etc. he shall at once contact the official inviting the tenders, for clarifications, before submission of the tender.
- b) Bidders are advised to study all the tender documents carefully. Any submission of tender by the bidder shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof.

1.2. GOODS AND SERVICES TAX (GST):

1. BHEL EDN GSTIN number is 29AAACB4146P1ZB. All invoices to contain BHEL-EDN GSTIN No.
2. The Tenderers shall furnish the GSTIN Registration Number in their offer (GSTIN copy of the same to be enclosed).
3. The changes in GST rates due to statutory amendment of GST Act during the course of contract will be paid as applicable.
4. If not registered under GST, undertaking to be submitted that contractor will register and furnish copy of certificate, before submitting the first bill.
5. The Bidder shall mention Bidder's GSTIN number in all quotations and Invoices submitted.
6. The Bidder shall also mention HSN (Harmonised System of Nomenclature) / SAC (Services Accounting Code) mandatorily in all quotations and invoices submitted.
7. Invoice submitted should be in the format as specified under GST Laws viz. all details as mentioned in Invoice Rules like GSTN registration number, invoice number, quantity, rate, value, taxes with nomenclature – CGST, SGST, UGST, IGST mentioned separately, HSN Code / SAC Code etc. Invoice should be submitted in original for buyer plus duplicate for credit availment.
8. Payment of GST to Bidder will be made only if it is matching with data uploaded by the Bidder.



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9. Bidders to give undertaking that GST as mentioned in the Invoice has been paid either through cash or admissible input credit and also filed the returns at the time of submission of invoice.
10. For invoices paid on Reverse charge basis – “Tax payable on reverse charge basis” to be mentioned on the invoice.
11. In case GST credit is delayed/denied to BHEL due to non/delayed receipt of goods and/or tax invoice or expiry of timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount will be recoverable from vendor along with interest levied/leviable on BHEL.
12. In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law will be recoverable from vendor/contractor along with interest levied/leviable on BHEL.
13. Any offer not complying with the above clauses is liable to be rejected.

2. PRE- QUALIFICATION CRITERIA:

- i. The Bidder should have a Registered and Incorporated office in India. Corporate Identification Number (CIN) shall be provided by the bidder.
- ii. **Local Presence:** Bidder should have office at Bengaluru area with supporting staff. Bangalore office address, phone no, contact person, mail ID to be furnished along with technical bid.
- iii. Bidder should have a clean track record, i.e. the bidder should not be under hold or blacklist by any of the BHEL units as on bid opening date. To this effect, a declaration should be given by the bidder along with technical bid.
- iv. The Bidder's Average Annual financial turnover during the last 3 years, ending 31st March of the previous financial year, should be at least INR 2 Lacks per year.
Certificate from bankers/chartered accountant/IT return/ Audited copy of annual report / balance sheet in this regard should be submitted along with the offer.
- v. Performance Certificate with respect to similar work executed in the other organization should be attached with the offer.
- vi. BHEL EDN shall pay for the ingredients as supplied along with Fixed / Service / labour charges (if any) and taxes after 30 days of presentation of bill. Non-acceptance of this term shall make your offer liable for rejection.



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ANNEXURE – 3

GENERAL TERMS AND CONDITIONS

1. GENERAL TERMS AND CONDITIONS

1.1. SUBMISSION & OPENING OF BIDS

The offer shall be submitted in **Two** parts as follows in separate sealed envelopes.

1.2. PART-I : TECHNO-COMMERCIAL BID

This part shall consist of the following:

- a) Declaration by Vendor as per enclosed format only : Annexure 6.
- b) **Unpriced** copy of Price bid as per enclosed format only : Format - C
- c) Filled Technical specification as per enclosed format only : Format – A
- d) **Unfilled** & signed copy of Evaluation of price bid format : Format – B
- e) Filled and signed Bidder information : Format - D
- f) Acceptance of Full tender terms and conditions (Annexure 1 to 6) by way of signing and affixing rubber stamp on each pages of the annexure 1 to 6.
- g) Filled Checklist : Format - E

1.3. BHEL reserves the right to accept or reject the technical offer. Price bids of only techno-commercially short listed bidders will be opened. **The technical & commercial bid should not include prices.**

1.4. PART-II: PRICE BID

- a) Price bid containing PRICES only is to be submitted (in the enclosed Price Schedule format – C only). Prices shall be quoted in Indian Rupees only. Bidder has to give details of applicable GST.
- b) **Price Bid should not contain any technical details and/or Commercial Terms & Conditions** as the same are supposed to be contained in PART-I only so that the same can be evaluated before opening of Price Bid(s).

1.5. MARKING ON ENVELOPE: Part-I and Part-II offers shall be submitted in two separate envelopes with bidder's distinctive SEAL and super-scribed as follows.

PART – I:

1. TENDER ENQUIRY NUMBER AND ITEM DESCRIPTION
2. DUE DATE OF OPENING
3. "TECHNO-COMMERCIAL BID"

PART – II:

1. TENDER ENQUIRY NUMBER AND ITEM DESCRIPTION
2. DUE DATE OF OPENING
3. "PRICE BID"



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- 1.7. Tenders should be addressed to the **Sr. Manager (HRD), Electronics Division, Bharat Heavy Electricals Limited, Mysore Road, Bangalore – 560 026**. The full name and address of the bidder, the name of the work and date of opening should be indicated on the cover and dropped in **HRM (Box No. 12), Reception , BHEL EDN, Mysore Road, Bangalore -26**.

In case of any difficulty / clarification you are requested to contact the following persons.

- 1) Mr. R.Udaya Kumar, HRD, 080-26998897 / 9972060325, udayakumarr@bheledn.co.in
- 2) Mr. R.Nagaraja, HRD, 080-26998526/ 9448313407, rnagaraja@bheledn.co.in

- 1.8. Tenders submitted by post should be sent by **“Registered Post with Acknowledgement Due”**. These should be posted with due consideration for any delay in postal delivery. Tenders received after the due date and time of opening of tenders is liable to be rejected.

- 1.9. Please note that the tender will be opened in the presence of the tenderer or his authorized representatives (maximum two per organization) who choose to be present with authorization letters. If in any case, the date of tender opening falls on Holiday, the tender will be opened on the next working day.

2. General Instructions and Guidelines

- 2.1. The local address of the bidder, the name of the person to whom all the correspondence are to be addressed should be indicated with telephone number and FAX / E-mail address.
- 2.2. Bidder shall fill in all the required particulars in the format provided for this purpose in the tender documents and also sign each and every page of the tender document including the drawings attached there to before submitting tender.
- 2.3. Bidder shall not increase their quoted rates, once the bidder has submitted his quotation and during execution of the entire contract period in case his tender is accepted.
- 2.4. In case, bidder finds discrepancies or omissions in the details attached to the tender documents or should be in doubt as to their meaning he should at once address to the authority inviting the tender for clarifications. Every endeavor is made to avoid any error which can materially affect the basis of the tender but the successful bidder shall take upon himself to provide for the risk of any error which may be subsequently discovered and shall make no subsequent claim on account thereof.



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- 2.5. In the event of tender being submitted by a firm the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the power of Attorney on behalf of the firm concerned.
- 2.6. Tenders are liable for rejection, If tender is:
- Conditional and unsigned
 - Containing absurd rates and amounts
 - Incomplete or otherwise considered defective
 - Not in accordance with the tender conditions.
 - Not submitted in the prescribed forms.
 - Received after due date and time (late offer).
- 2.7. If the bidder deliberately gives wrong information in his tender, BHEL reserve the right to reject such tenders at any stage. Further the bidder will be liable for any damage caused.
- 2.8. Words imparting the singular number shall also be deemed to include the plural number and vice-versa where the context so requires.
- 2.9. No correspondence shall be entertained from the bidders after the opening of Price Bid(s).
- 2.10. Unsolicited revised Price Bids shall not be entertained at any stage of the tendering process and will lead to automatic disqualification of the party's bid
- 2.11. The BHARAT HEAVY ELECTRICALS LIMITED reserve the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason thereof.

3. RATES

- 3.1. The rates quoted in the tender shall remain valid for a period of 'THREE MONTHS' from the date of opening of tender
- 3.2. Rates are to be quoted as per Price Bid Format only providing details of prevailing rates of GST. Bidders, in their own interest, are requested to check up the different tax tariffs. After opening of Price Bid, no request for any change in rates/tariff due to above will be entertained.
- 3.3. In quoting their rates, the bidders are advised to take into account all factors including any fluctuations in market rates. No claim for enhanced rates will be entertained on this account after acceptance of the tender or during the currency of the contract.



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4. TENDER EVALUATION

4.1. Stage-I: Evaluation of Techno- Commercial Bid

- Techno-commercial bid of the bidder shall be evaluated for acceptability of Techno-commercial offer. Format- A (Technical specification) to be filled and submitted along with technical offer.
- During the Techno-commercial Evaluation of the bid, clarification and queries requested by BHEL shall be responded to within the reasonable time in order to avoid delay in evaluation of Techno-commercial bid. Failure to do so may result in rejection of the bid.
- Eligibility criteria are mandatory requirements to be met by the Bidder. Only those Bidders who meet all the requirements as per **PRE-QUALIFICATION CRITERIA FOR BIDDERS** will be considered for further evaluation.

4.2. Stage –II: Evaluation of the Price Bid:

- Only Techno-commercial cleared offers will be considered for price evaluation.
- In case partial offer for certain category/items only received, the offer is liable for rejection. The tender is un-divisible i.e., single contract will be issued to L1 bidder. Price evaluation will be made on the basis of Format- B.
- Evaluation of the offer will be based on L1 of total cost to BHEL for the entire scope of work per month for the estimated consumption as per Format – B.
- The Total Price shall be for the complete scope, inclusive of comprehensive on-site maintenance including repair/replacement of parts during the entire period, All applicable GST etc., should be clearly indicated in price bid format.

e) Discrepancy in Words & Figures - quoted in price bid

- 4.2.e.1. If, in the price structure quoted for the required goods/ services/ works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.



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- 4.2.e.2. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- 4.2.e.3. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (4.2.e.1) and (4.2.e.2) above.
- 4.2.e.4. If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored

5. ETHICAL STANDARD:

- 5.1. Bidders are expected to observe the highest standard of ethics during the execution of this contract. In pursuit of this policy, BHEL will reject a proposal for award if it determines that the vendor being considered for award has engaged in corrupt or fraudulent practices in competing for the contract. for the purposes of this provision, the terms set forth below are defined as follows: a) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action in the procurement process or in contract execution; and b) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process including collusive practices designed to establish bid prices at artificial, non-competitive levels to deprive the benefits of competition to BHEL. By signing the bid forwarding letter, the bidder represents that for the software it supplies, it is the owner of the intellectual property rights. Willful misrepresentation of these facts shall be considered a fraudulent practice without prejudice to other remedies that BHEL take.



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ANNEXURE – 4

COMMERCIAL TERMS & CONDITIONS

1.1. ORDER ACKNOWLEDGMENT

Letter of acceptance of the Order / Contract is to be submitted within one week.

1.2. PERIOD OF CONTRACT:

The period of contract is for One year.

1.3. VALIDITY OF OFFER:

The offer should be valid for 3 months from the date of opening of techno-commercial bid.

1.4. PAYMENT TERM

Contract period will commence from the date of commissioning of vending machine along with all ingredients (as ordered). The payment will be made on monthly basis in arrears after completion of each month and submission of invoice(s).

BHEL EDN shall pay for the ingredients as supplied along with Fixed / Service / labour charges (if any) and taxes after 30 days of presentation of bill.

Payment will be through Electronic Fund Transfer (EFT) only. Details regarding bank account shall be provided in BHEL's standard format. The EFT or Pay link Direct Credit Form is enclosed. Bidder needs to fill the details as per the EFT or Pay link Direct Credit Form and attach a copy of Cancelled Cheque with it.

1.5. MAINTENANCE

- a) The maintenance of equipment shall be under taken for the contract period from the date of order.
- b) The Contractor's/Vendor's responsibility under this contract shall commence from the date mentioned in our order.
- c) The maintenance will be comprehensive with Ingredients, spares and labor. The maintenance will be inclusive of replacement of all defective components of vending machine or to replace defective vending machine during the contract period. The defective component may be permitted out of BHEL premises with BHEL's permission.



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- d) Vendor operator to ensure cleanliness of machine, water can, table / stand and etc.
- e) **At least one operator for Two Vending machine** as approved by BHEL shall be stationed in BHEL EDN by vendor for providing the desired levels of service. The operator shall be covered under all statutory coverage like Provident Fund, ESI, Insurance etc. by the bidder
- f) Providing the said services during BHEL office hours viz.,
- Monday to Friday: 8:00 am to 4:30 pm
 - Saturday : 8:00 am to 12:30 pm

1.6. DEDUCTION FOR DOWNTIME

a) DOWNTIME CALCULATION :

Breakdown of machine / non availability of ingredients for more than 48 hours , will be treated as service not available and prorated amount will be deducted from the Fixed / Service / labour charges (If quoted/indicated in the offer). If Fixed / Service / labour charges not quoted / indicated in the offer then Rs 200/ per machine per day will be deducted from your bill .

Downtime date and time will be entered in the register kept at BHEL. Vendor operator who will be present at BHEL has to take care of the corrective action. Wherever possible BHEL will communicate through mail / phone.

Any complaint/incident has to be resolved within 48 hours from the time of registration of complaint/incident. Deduction will be made from payment to the vendor for delay beyond the grace period.

Number of days for downtime (N): Any downtime beyond 48 hours will be converted to number of days by dividing downtime hours by 24. Fractional day (more than are equal to 0.5) will be counted as full day for downtime calculation. Sundays and Holidays, if any will be included in the calculation of number of days for downtime.

Rate of Deduction : Rate of Deduction for a day will be calculated by dividing Fixed / Service / labour charges per month by 30.



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Illustration 1:

Let the down time of machine is 124 hours

Downtime hours = 124 - 48 = 76 hours

No of days for downtime = $76/24 = (3.167) = 3 \text{ days}$ (3 days have been considered as no. of days for downtime)

1.7. CONFIDENTIALITY

Vendor shall, at all times, undertake to maintain complete confidentiality of all data, information, software, drawings & documents, etc. belonging to BHEL and also of the Equipment, procedures, reports, input documents, manuals, results and any other company documents

1.8. FORE CLOSURE

BHEL reserves the right to foreclose the contract or remove equipment/item(s) from the contract at any point of time with prior intimation.

1.9. ARBITRATION:

All disputes or differences whatsoever which may arise at any time during execution of the Contract shall be mutually settled by BHEL and Vendor as per provision of the Contract. However, in the event such disputes cannot be settled mutually, such disputes shall be settled as per the Arbitration and reconciliation Act, 1996 of the Govt. of India and its subsequent amendments. In case of disputes with the Central PSUs, the same shall be settled at Bangalore as per the Guidelines of the Govt. of India. However, during the period such disputes are settled either by mutual discussions between the parties or by legal means, Vendor shall continue to do the work as per terms & conditions of Contract.

1.10. SUB-CONTRACTING

Order/contract or any part thereof shall not be sub-contracted, assigned or otherwise transferred without prior written consent of the BHEL which will not be unreasonably withheld.

1.11. LIMITATION OF LIABILITY

The Vendor's liability will be limited to the scope of this contract only.



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1.12.COMPLIANCE TO ESI / PF ACTS

- a) The vendor shall comply with the provision of Employees Provident Fund and Miscellaneous Provisions Act 1952 and rules, regulations and other orders issued thereunder. He as an employer shall be liable to pay employer's contribution/deductions towards PF under the PF Act in respect of all labour employed by him for the execution of the contract in accordance with the provisions of the Employees Provident Funds and Miscellaneous Provisions Act, 1952 as amended from time to time.
- b) The Vendor should get himself registered with the E.S.I. Authorities as an independent Employer, obtain a separate code number and remit the dues in respect of the labour employed by him for the work.
- c) If any action is brought in by P.F. Commissioner/ESI authorities on BHEL for the work done by the Vendor for his labourers regarding PF/ESI amount due, short remittances, non-remittances etc., the Vendor shall defend the case on behalf of BHEL and/or reimburse BHEL the expenses so incurred.
- d) Vendor shall produce necessary records, documents, explanation whenever he is called upon to by any Government agencies like ESI, PF, VIGILANCE etc.
- e) Above is applicable for the Operator stationed in EDN by the vendor for providing the desired levels of service.



ಭಾರತ ಹೆವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್
भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
 (A Government of India Undertaking)
 ELECTRONICS DIVISION
 P.B. No. 2606, Mysore Road, Bangalore - 560 026

Gram : BHARATELEC
 Fax : 080-26740137
 PHONE : 26998.....
 (EPABX. NO.)

Tender Ref: BHEL/EDN/HRD/2017

EFT FORMAT

ANNEXURE -5

**Electronic Funds Transfer (EFT) OR
 Paylink Direct Credit Form**

Please Fill up the form in **CAPITAL LETTERS** only.

TYPE OF REQUEST(Tick one): ☐ CREATE ☐ CHANGE

BHEL Vendor / Supplier Code:	
Company Name :	
Permanent Account Number(PAN):	
Address	

City:	PINCODE	STATE
-------	---------	-------

Contact Person(s)	
Telephone No:	
Fax No:	
e-mail id:	

1 Bank Name:	
2 Bank Address:	
3 Bank Telephone No:	
4 Bank Account No:	
5 Account Type: Savings/Cash Credit	
6 9 Digit Code Number of Bank and branch appearing on MICR cheque issued by Bank	
7 Bank swift Code(applicable for EFT only)	
8 Bank IFSC code(applicable for RTGS)	
9 NEFT IFSC CODE	

- A I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorise BHEL, EDN, Bangalore to electronically deposit payments to the designated bank account.
- B If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL / transferring Bank responsible.
- C This authority remains in full force until BHEL, EDN, Bangalore receives written notification requesting a change or cancellation.
- D I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS / EFT.

Date:

Authorised Signatory:
 Designation:

Telephone NO. with STD Code

Company Seal

Bank Certificate

We certify that _____ has an Account No _____ with us and we confirm that the bank details given above are correct as per our records.

Date: _____ (.....)

Place: _____ Signature

Please return completed form along with a blank cancelled cheque or photocopy thereof to:

Bharath Heavy Electricals Ltd,

Attn:

Electronics Division, Mysore Road,

BANGALORE - 560 026

In case of any Query, please call : 080-26998xxx / 2674xxxx or fax no. 080-2674xxxx

ANNEXURE – 6

Tender Ref : BHEL/EDN/HRD/CVM/2017

DECLARATION BY VENDOR

This is to Certify that I / We have read and accepted the Scope, Terms and conditions including all terms and conditions of Tender document of BHEL Electronics Division, Bangalore to which I / We have submitted this Offer.

I/We also certify that I/we are meeting the **PRE- QUALIFICATION CRITERIA** (as per annexure 2 of tender). Filled and Signed Format-A submitted as part of Technical Bid (Part “ I “). Filled and Signed Format-C submitted as part of Price Bid (Part “ II “).

Place :

Signature of the Vendor with Seal.

Date :



Format - A

Tender Ref : BHEL/EDN/HRD/CVM/2017

TECHNICAL SPECIFICATION

A. INGREDIENTS REQUIREMENT FOR PREPARATION OF 1000 ML BEVERAGES

Sl.No.	Description of Items	Unit of Measurement	Qty. of Ingredients Required for preparing 1000 ml Beverages	Type of Beverage
1	Roasted coffee beans	Kg		Cappuccino or equivalent
	OR			
	Roasted coffee powder	Kg		Cappuccino or equivalent
2	Plain Tea premix	kg		Plain Tea
3	Lemon Tea premix	kg		Lemon Tea
4	Reduced / Standard sugar dairy creamer / powder	kg		Milk
5	Tomato soup powder	kg		Tomato soup

B. LIST OF BEVERAGES VENDING MACHINE SHOULD DISPENSE

Sl.No.	BEVERAGES	YES / NO
1	Cappuccino or equivalent	
2	Black Coffee	
3	Lemon Tea *	
4	Plain / Regular Tea*	
5	Tomato Soup	
6	Milk	
7	Hot water	
8	Beverage Size : 90 ml to 150 ml.	

Note : 1. All data in the above format to be filled

2. Additional specification if any , should be indicated in separate sheet and attached to this sheet.

3. * Dispensing of Lemon Tea **or** Plain / Regular Tea at any given time based on Ingredients loaded

4. If asked / required by BHEL , vendor should demonstrate the qty. of Ingredients required for preparing beverages and taste to the BHEL representative.



Format - B

Ref : BHEL/EDN/HRD/CVM/2017

Evaluation of price bid to select L1

(This calculation is only for decciding L1)

Sl.No.	Description of Items	Base Consumption in Liters	Ingredients Requirement to prepare breverage as as per col. 3	Unit Price of Ingredients including GST	Total Price Ingredients including GST	Remarks
Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7
1	Coffee - Cappuccino or equivalent	150Kg			Roasted coffee bean or powder price will be taken as quoted by vendor
4	Plain Tea	75Kg			Plain Tea premix price will be taken as quoted by vendor
5	Lemon Tea	75Kg			Lemon Tea premix price will be taken as quoted by vendor
6	Milk	75Kg			Reduced / Standard sugar dairy creamer / powder price will be taken as quoted by vendor
7	Tomato soup	75Kg			Tomato soup premix price will be taken as quoted by vendor
2	Premium Tea bags packet (100 tea bags of 2 gm. per packet)	2 Packet	2 Packet			
3	Refined Sugar Sachet packet (100 sachet of 5 gm per packet)	2 Packet	2 Packet			
8	150 ml Paper cups	3000 pcs	3000 pcs			
9	Stirrer	3000 pcs	3000 pcs			
10	Fixed / Service / labour charges	Per month for two machine	Per month for two machine			
TOTAL PRICE						

Note : Qty. of Ingredients requirement to prepare beverges will be taken as indicated and certified by vendor in technical specification.



Format - C

Tender Ref : BHEL/EDN/HRD/CVM/2017

PRICE BID

Sl.No.	Description of Items	Unit of Measurement	Qty.	Unit Price in INR in Figures	Unit Price in INR in Words	Tax rate applicable as on offer date			HSN/SAC
						SGST %	CGST %	IGST %	
1	Roasted coffee beans	Kg	One						
	OR								
	Roasted Coffee powder	Kg	One						
2	Premium Tea bags packet (100 tea bags of 2 gm per packet)	Packet	One						
3	Refined Sugar Sachet packet (100 sachet of 5 gm per packet)	Packet	One						
4	Plain Tea premix	Kg	One						
5	Lemon Tea premix	Kg	One						
6	Reduced / Standard sugar dairy creamer / powder	Kg	One						
7	Tomato soup powder	Kg	One						
8	150 ml Paper cups, 100 cups per pack	Packet	One						
9	Stirrer (500 pices per pack)	Packet	One						
10	Fixed / Service / labour charges	Per month per machine	---						

Note : 1. Item wise Competitive price to be indicated in the above format only.

**Format - D**

Ref : BHEL/EDN/HRD/CVM/2017

BIDDER INFORMATION

1 Office Address	
a. Regesterd Office :	
b. Bangalore Office :	
2 Registraton NO. (Copy of regestration to be attached)	
3 Financial T.O. for past 3 years FY 2014-15 FY 2015-16 FY 2016-17 (Please enclose supporting docment as per tender clause 2-iv of annexure -2)	
4 Similar jobs execeuted / Under execution. Mention name of Organisation (Attach copy of performance)	
5 Contact Person : Name : Mob. No. : Mail ID Address :	



Format - E

Ref : BHEL/EDN/HRD/CVM/2017

CHECKLIST

Sl. No.	Description	YES / NO	Remarks if any
1	Scope, Terms & Conditions of work : Whether the bidder has understood the scope of work indicated in the tender. (If there is any clarification required, the same may be got cleared from the executive in charge before submitting the offer)		
2	Period of Contract : The period of Contract is for One year. However BHEL reserves the right to terminate the contract or remove equipment / item (s) from contract at any point of time with prior intimation.		
3	Validity of the Offer : Whether the bidder agrees to keep offer valid for Three months from the date of opening of techno-commercial bid.		
4	Payment Term: Whether the bidder agrees for the payment terms as per clause 1.4 of annexure -4		
5	Deduction in Downtime : Whether the bidder agrees for the downtime calculation as per clause 1.6-a of annexure -4		
6	Pre-Qualification Criteria : Whether the bidder meets the pre-qualification criteria as per clause 2 of annexure -2		
7	Techno-commercial Bid Part "I" sealed in a separate envelope along with this checklist.		
8	Price Bid Part " II " sealed in a separate envelope without any comments / deviations.		
9	Tender document Part " I " & "II" envelope sealed in single envelope.		