

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
(For Surveillance, Certification & Recertification)**

TENDER SPECIFICATION

FOR

**RATE CONTRACT FOR AUDIT OF ISO 14001 & ISO 45001 FOR ALL
BHEL UNITS/ DIVISIONS/ REGIONS**

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SECTION - I

QUALIFICATION AND ELIGIBILITY REQUIREMENT

1.1 GENERAL

- 1.1.1** The bidder shall have sound organizational capability for meeting BHEL's requirements for ISO 14001 & ISO 45001 Certification/ recertification with high degree of accuracy and timeliness.
- 1.1.2** The bidder should be fully conversant with the National / International Quality Standards.

1.2 PRE QUALIFICATION CRITERIA

1.2.1 Bidder should necessarily have accreditation from NABCB (India), as an authorised Certifying agency for both ISO-14001 & ISO 45001 system.

1.2.2 Bidder should have experience in conducting ISO 14001 & OHSAS 18001 / ISO 45001 Certification, Surveillance, Recertification for last 3 years in Industries/ Organization (PSUs/limited/ private or Listed Companies) in India in sectors like Engineering, Manufacturing, IT, Process (Oil, Gas & Steel) and Construction. However, Sister Business Units/Divisions of same Corporate sector shall not be considered as separate organizations.

1.2.2.1 Bidder should have certified at least four such Industries/ Organization in last 3 years each having a turnover more than Rs. 50 Crores (at least once in the last 5 years) (Evidence in the form of Work order / Contract to be submitted by the Bidder along with Work Completion certificate).

1.2.2.2 Bidder's experience should include Certification/ Surveillance in at least one PSU in last 7 years. (Evidence in the form of Work order /Contract to be submitted by the Bidder along with work completion certificate.)

1.2.3 Bidder's average annual turnover for last 3 years ending on 31.03.2019 should be minimum of Rs.17 Lacs. Audited balance sheet and account for last 3 years should be submitted in support of the above.

1.2.4 Bidder should have experience of having successfully completed similar work of auditing during last 7 years ending last day of Nov '19 should be either of the following

- a. Three similar completed works costing not less than 22.44 Lacs.
OR
- b. Two similar completed works costing not less than 28.04 Lacs.
OR
- c. One similar completed work costing not less than 44.87 Lacs

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Note:- Similar work means audit of ISO 14001, OHSAS18001, ISO 45001 & ISO 9001. Bidder's quoting on the basis of experience of Audit of ISO 9001 solely will not be considered. Copy of supporting documents like work order, work completion certificate to be enclosed. Bidders quoting experience of private firms should enclose supporting documents of payment details (bank transactions, TDS details, etc.) of the executed work.

- 1.2.5 Bidder should have their operating offices spread across India in at least 4 different states. Evidence of the same needs to be submitted in support of this requirement.
- 1.2.6 Bidder should at least have 20 nos. of ISO 14001 & 20 nos. of OHSAS 18001 / ISO 45001 (latest) certified permanent lead auditors. Each Auditor shall have experience of auditing at least for two years in industries.
- 1.2.7 Evidence on individual auditor's certificate, certification experience should be submitted (Suitable evidence to substantiate the same needs to be submitted).
- 1.2.8 Bidder shall submit relevant supporting documents for each criterion.
- 1.2.9 Consortium Bidding/ JV is not allowed.
- 1.2.10 The above time frames to be calculated from date of tender opening.

1.3 NO DEVIATION

No deviation is allowed in respect of Pre Qualifying requirements stipulated in Clause 1.2. For this purpose, the bidder shall confirm their acceptance of the terms and conditions in the technical bid in the format given in Annexure VIII and that the rate quoted are in accordance with the tender specification by giving a written undertaking to that effect as per the enclosed format (Annexure VIII). Bids not complying with the above may be rejected.

1.4 BHEL'S RIGHT FOR ADDITIONAL INFORMATION

BHEL reserves the right to seek additional information including verification of auditors Qualification / Experience Documents to assess the capability and capacity of Certification Agency during the currency of the contract.

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**1.5 PARTICULARS OF ISO 14001 & OHSAS 18001
CERTIFICATION AGENCY**

| | | | | | | |
|-------|---|--|--|-----------|-------------------------|--|
| 1.5.1 | Name of Company: | | | | | |
| 1.5.2 | Head Office: | | | | | |
| | a. | Address: | | | | |
| | b. | Phone no.: | | Fax no.: | | |
| | c. | E-mail: | | Web-site: | | |
| 1.5.3 | Chief Executive: | | | | | |
| | a. | Name: | | | | |
| | b. | Designation | | | | |
| | c. | Office Address: | | | | |
| | d. | Phone no.: | Land Line: | Mobile: | | |
| | e. | E-mail: | | | | |
| | f. | Qualification: | | | | |
| | g. | Profile: | | | | |
| | h. | Experience: | | | | |
| 1.5.4 | Ownership Status | | (Please put √ mark in appropriate box) | | | |
| | | | Govt. Of India Undertaking | | State Govt. Undertaking | |
| | | | Public Limited Company | | Private Limited Company | |
| | | | Partnership / Individual Firm | | Others (please specify) | |
| | (Please submit documentary proof, such as, Memorandum & Articles of Association, Company Registration Certificate, Partnership Deed, as applicable) | | | | | |
| 1.5.5 | a. | Total No. Of Employees: | | | | |
| | b. | No. of persons engaged in Certification activities (with minimum experience of audit for 2 years): | | | | |
| | c. | Total No. Of branches: | | | | |
| 1.5.6 | Particulars of Branches: (Add separate sheet if required) | | | | | |
| | a. | Location | | | | |
| | b. | Name of Branch Manager | | | | |
| | c. | Address: | | | | |
| | d. | Phone no. | Land line: | Mobile: | | |
| | e. | Fax no.: | | | | |
| | f. | Web-site: | | | | |
| | g. | E-mail: | | | | |

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| | | | | |
|--------|--|--|------------------------------------|---------|
| 1.5.7 | Date of incorporation / registration: | | | |
| 1.5.8 | Turnover of the Company for the last 3 years: | Year | Turnover (Rs. Crore) | Remarks |
| | | 2016-17 | | |
| | | 2017-18 | | |
| | | 2018-19 | | |
| | | <u>Average</u> | | |
| 1.5.9 | Audited Annual Report for the last 3 years (to be enclosed) | | | |
| 1.5.10 | Income Tax Returns for the last 3 years (to be enclosed) | | | |
| 1.5.11 | Bankers Name and Address: | | | |
| 1.5.12 | Registration with statutory bodies: | | | |
| | a. | Income Tax PAN no.: | | |
| | b. | GST No. (Please enclose relevant letter/ certificate) | | |
| 1.5.14 | Organization: (Please enclose organization chart) | | | |
| 1.5.15 | Did you provide ISO Certification services to any BHEL Unit/ Division? | | Yes / No (If yes, give details) | |
| 1.5.16 | Whether any litigation/ Arbitration is pending: | | Yes / No (If yes, give details) | |
| 1.5.17 | No deviation certificate (Annexure-VIII): | | | |
| 1.5.18 | Information regarding banning , blacklisting from business (as per format enclosed- Annexure- VII) | | | |
| 1.5.19 | PF statement / suitable evidence of auditor's | | | |
| 1.5.20 | Any other information: (use additional sheet, if required) | | | |

Signature of Authorized Person

Name:

Date:

Seal:

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SECTION – II

GENERAL REQUIREMENTS

2.1 INTRODUCTION

BHEL, a Maharatna Company, is an integrated power plant equipment manufacturer and one of the largest engineering and manufacturing company of its kind in India engaged in the design, engineering, manufacture, construction, testing, commissioning and servicing of a wide range of products and services for core sectors of the economy, viz. Power, Transmission, Industry, Transportation (Railways), Renewable Energy, Oil & Gas, Water and Defence with over 180 products offerings to meet the needs of these sectors. BHEL has been the bedrock of India's Heavy Electrical Equipment industry since its incorporation in 1964.

BHEL's growth has been synchronous with achieving self-sufficiency in the indigenous manufacturing of heavy electrical equipment. Out of the available 35,000 MW per annum capacity for power plant equipment manufacturing in the country, BHEL alone constitutes a mammoth 20,000 MW per annum capacity. A widespread network of 17 Manufacturing Divisions, 2 Repair Units, 4 Regional Offices, 8 Service Centres, 6 Overseas Offices, 6 Joint Ventures, 15 Regional Marketing Centres and current project execution at more than 150 project sites across India and abroad corroborates the humungous scale and size of its operations.

Adding to its achievements, BHEL has joined the elite club of select global giants having an installed base of over 170 GW of power generating equipment globally. In FY 2015-16 the company has recorded the highest-ever commissioning of projects in its history. Enhanced focus on project execution has resulted in BHEL creating history by way of commissioning/synchronizing an all-time high 15,059 MW of power generating equipment during the year. This includes the highest-ever power generation capacity addition of 13,061 MW to the Indian utility segment, a quantum jump of 59% over the previous year. With this, BHEL has already achieved 94% of the capacity addition target for the XII Plan in first 4 years itself. 55% of the supercritical sets commissioned in the country are contributed by BHEL, a testimony to its valuable contribution towards nation building.

The high level of quality & reliability of BHEL products is due to adherence to international standards by acquiring and adapting some of the best technologies from leading companies in the world including General Electric Company, Alstom SA, Siemens AG and Mitsubishi Heavy Industries Ltd., together with technologies developed in its own R&D centres. Most of its manufacturing units and other entities have been accredited to Quality Management Systems (ISO 9001:2015), Environmental Management Systems (ISO 14001:2015) and Occupational Health & Safety Management Systems (OHSAS:18001:2007), ISMS 27001, Energy Management System ISO 50001.

BHEL supplies steam turbines, generators, boilers and matching auxiliaries up to 800 MW ratings, including sets of 660/700/800 MW based on supercritical technology. BHEL has facilities to go up to 1000 MW unit size. BHEL also supplies circulating fluidized bed

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combustion (CFBC) boilers for thermal plants. BHEL is the only Indian company capable of manufacturing large-size gas-based power plant equipment, comprising of advanced-class gas turbines up to 289 MW (ISO) rating for open and combined-cycle operations. BHEL engineers and manufactures custom-built hydro power equipment including turbines of Francis, Pelton and Kaplan runners, pump turbines, bulb turbines and mini-micro hydro plants, with matching generators, for different head-discharge combinations. BHEL is one of the few companies worldwide, involved in the development of Integrated Gasification Combined Cycle (IGCC) technology which would usher in clean coal technology. Further details of the company can be obtained at www.bhel.com.

The purpose of this contract is:

2.1.1 To secure the services of an accredited registrar to obtain Certification / recertification of BHEL's Environmental Management System (EMS) & Occupational Health & Safety management System (OHSMS) under ISO 14001 (2015) & ISO 45001 (2018) standard respectively.

The scope of BHEL's EMS & OHSMS for the facilities includes all activities under the BHEL's control at its manufacturing units and Project sites. The activities of all employees and occupants of these facilities, including contractors and visitors, are subject to the policies and procedures of the EMS & OHSAS.

2.2 SCOPE OF WORK

2.2.1 ISO 14001 & ISO 45001 Certification/ recertification/ Surveillance Audit for different BHEL units/ divisions.

2.2.1a Bidder shall take on record all the existing valid ISO 14001 & ISO 45001 / OHSAS 18001 certifications and take them for re-certification (as per pertinent revision) and surveillance audit as and when Units / Regions / Divisions become due for Recertification and Surveillance Audit. It may be noted that all the units are not in the same stage of certification cycle, i.e. some of the units may be immediately due for recertification, whereas some of the units may be undergoing surveillance audits immediately. This variation needs to be incorporated in its bid suitably by the bidder while participating in this tender.

2.2.2 Bidder shall provide services for Certification, Re-certification and Surveillance as per pertinent revision of ISO 14001 & ISO 45001 for different BHEL units/ division (as per Annexure –I) when required.

2.2.2.1 Surveillance audits must be carried out twice every year (approximately at an interval of **six months**) ensuring that there is no discontinuity in certification. The Certifying Agency shall ensure that the visits for Certification, Re-certification and Surveillance audits or related activity are performed on the mutually agreed dates with BHEL. In case of any change in plan, the Certifying Agency shall give minimum fifteen days notice.

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2.2.2.2 The total no. of man-days for ISO 14001 audits have been derived following guidelines given in the IAF Mandatory Document “IAF MD 5:2019” issued by International Accreditation Forum, Inc. incorporating appropriate discounting factor as per our past experiences. The man-days thus arrived has been considered for ISO 45001 audit duration and available skill and maturity of carrying such audits during past years by our organisation as well. The total man-days taken together for ISO 14001 and ISO 45001 thus arrived at is given below:

1. For Recertification/ Certification: 281 (allotted);

2. For 5 surveillance audits: 281 (allotted):

3. Total man-days for certification/recertification and surveillance audits: 562

Refer Annexure- 1 for List of Units.

2.2.2.3 In case any new unit/division comes up for certification which is not indicated in the list of units as provided in Annexure – 1, Bidder shall conduct certification and surveillance audit. The per man-day rate shall be the same and the number of man days will be mutually agreed upon.

2.2.2.4 Bidder shall liaison with various BHEL units/ divisions for determining scope of Certification/ Re-certification & Surveillance audit and will fix the schedule for the same.

2.2.2.5 Bidder shall issue a certificate of conformity to the auditee on satisfactory completion of the certification assessment. Bidder shall provide Certificate in English preferably in A-4 size. Certificate shall also be provided in Regional Language if desired by BHEL, **without any additional cost to BHEL.**

2.2.2.6 During Recertification and Surveillance Audit, in case of Non-conformance to ISO 14001 & ISO 45001 systems, bidder shall submit complete reports enlisting the details of non-conformity to the concerned unit/region/division.

2.2.2.7 Bidder shall ensure the availability of auditors in Emergency/ Special request by BHEL. Charges shall be paid as given in clause 2.2.2.15.

2.2.2.8 The bidder shall ensure the use of professional assessors and with sufficient background on the business/ product of the Divisions of BHEL.

2.2.2.9 The bidder shall intimate any addition/deletion of lead auditors to BHEL on immediate basis. In case of addition of auditors, the new auditors shall fulfil the requirements given at clause 1.2.6, & 1.2.7 regarding Minimum Qualification and experience. Bidder to submit relevant documents as evidence.

2.2.2.10 BHEL reserves the right to ask for extra certification from different accreditation bodies, if required, in addition to those listed in Pre-Qualification Clause No 1.2.1.

2.2.2.11 BHEL reserves the right to seek additional information to assess the capability and capacity of Certification Agency by means of documents.

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2.2.2.12 Bidder shall get its NCR/Audit format validated through BHEL.

2.2.2.13 BHEL reserves the right to choose or reject any auditor deployed for BHEL audits.

2.2.2.14 Any extra man days required for follow up visit or review and closure of NCR's will be chargeable at the same man-day rates as per 2.2.2.15.

2.2.2.15 Rate per man-day shall include Travel expenses and incidental expenses. BHEL will arrange for Boarding and Lodging for the agency in the Guest House. In case of non-availability of Guest House, suitable boarding and lodging shall be provided by BHEL. Local conveyance will be arranged by BHEL.

2.3 ASSIGNMENT

2.3.1 The certification agency cannot off-load either full or part of the work, assigned by BHEL.

2.3.2 On finalisation of Contract, list of Auditors shall be furnished by Bidder to all the units of BHEL. The information regarding addition / deletion / no change of Auditors shall be furnished to all Units of BHEL every six months.

2.4 BHEL'S RIGHTS ON GENERAL REQUIREMENTS

BHEL reserves the right to add, delete or modify above general requirements.

2.5 PERFORMANCE MONITORING

The performance of the certifying agency shall be monitored by BHEL during the audit with respect to Quality of Audit, Knowledge of the Auditor, etc. Areas for improvement suggested by Certifying Agency during Audit shall be given in the form of Annexure to the Audit report and submitted to Auditee Unit, BHEL, Bhopal and Corporate HSE /BHEL and it will form the basis of audit in the subsequent cycle.

SECTION - III

INSTRUCTIONS TO BIDDERS (ITB)

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SECTION – II

INSTRUCTIONS TO BIDDERS (ITB)

3.1 INSTRUCTION TO BIDDERS (ITB)

3.1.1 Sealed bids are invited by BHEL, Bhopal on behalf of BHEL for Rate contract with Certification Agency for Audit of ISO 14001 and ISO 45001 from qualified bidders.

3.1.2 Scope of work shall be as per Section- II, clause 2.2.

3.1.3 The bidder should fulfil the Minimum Qualification Criteria as stipulated in Section I.

3.1.4 BHEL reserves right to ask any additional information.

3.1.5 Notwithstanding anything stated above, BHEL reserves the right to carry out physical verification of infra-structural facilities to assess bidder's capability and capacity to perform the work. In case, any deficiency/ discrepancy is noticed at any point of time between the documents submitted and the physical verification, the bid is liable to be rejected/ contract is liable to be cancelled.

3.1.6 The bidder has to quote as per the price Format (As per Annexure-IX) of the specifications. Bids in any other form shall be rejected. The offers not accompanied with EMD are liable to be rejected.

3.1.7 Bid must be submitted in two separate sealed envelopes Part-A and Part-B.

First sealed envelope (Part-A) shall contain a.) tender cost & EMD, b.) No deviation certificate, c.) Techno – commercial offer and d.) un-priced bid.

The second sealed **envelope (Part-B) shall contain price bid only**. Price bid of only those prospective bidders shall be opened who are found techno – commercially acceptable. Price bid with any conditions is liable to be rejected.

All the two sealed envelopes shall be enclosed in a third envelope super scribing tender specification No. and due date.

3.1.8 The bidder shall assure that all the information/ documents furnished by the bidder for the bid are true to the best of their knowledge and belief. In case they are found to untrue or false, the bid submitted by the bidder or the contract awarded to him in the event of acceptance of the bid, shall be liable to be cancelled/ withdrawn without any notice or compensation.

3.1.9 Tender Bids received after the stipulated time period shall be rejected. Also Bids not accompanied by prescribed earnest money are liable to be summarily rejected. Telegraphic offers and offers received by telex/ fax/e-mail may not be considered unless confirmed in writing by a detailed offer.

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3.1.10 BHEL reserves the right to extend due date and time for issuance of bid documents and the due date and time for submission and / or opening of bids which shall be suitably intimated to concerned bidders.

3.1.11 BHEL takes no responsibility for any delay, loss or non-receipt of Bid document sent by post.

3.1.12 BHEL reserves the right to reject any or all bids or cancel / withdraw the invitation for bids without assigning any reason there off and in such cases no bidder shall have any claim arising out of such action.

3.1.13 All BHEL Units/Divisions shall be considered as separate entities for Certification/Recertification & Surveillance Audits and should not be considered as Subsidiaries of BHEL Corporate Office. All ISO 14001 & ISO 45001 Certificates to be issued separately to all BHEL Units/Divisions/Regions.

3.2 BID DOCUMENT

3.2.1 CONTENTS OF THE BID DOCUMENT

3.2.1.1 The bid document comprises of the following sections:

| SECTION | CONTENTS |
|----------------|---|
| SECTION I | QUALIFICATION AND ELIGIBILITY REQUIREMENT |
| SECTION II | GENERAL REQUIREMENTS |
| SECTION III | INSTRUCTIONS TO BIDDERS (ITB) |
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3.2.1.2 The Bidder is expected to examine all instructions, terms and conditions, specifications, Forms and other information in the Bid document. Failure to furnish all information required by Bid-documents or submission of a bid not substantially responsive to the bid document will be at bidder's risk and may result in rejection of bid.

3.2.2 CLARIFICATION OF BID DOCUMENT

3.2.2.1. The Bidder is required to carefully examine the Bidding document and fully inform himself as to all the conditions and matters, which may in any way affect the performance of the contract or cost thereof. No claim will be entertained later on the ground of lack of knowledge. If any Bidder finds discrepancies or omissions in the document or is in doubt as to the true meaning of any part, he may notify to the concerned BHEL official in writing or by fax. BHEL will respond in writing by email or by fax to any request for clarification of the Bid

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document, which it receives earlier than Seven (07) days prior to submission of bids. All such interpretations and clarifications shall form part of the Bid document and accompany the Bidders proposal.

3.2.2.2 Verbal clarifications and information given by any employee(s) of BHEL shall not in any way be binding on BHEL.

3.2.3 AMENDMENT TO THE TENDER DOCUMENT

BHEL reserves the right to issue amendments, clarifications to the Tender Document to all the bidders who have received the Tender Document, giving reasonable time prior to bid opening. Such amendment / clarifications etc. shall be given due consideration by the bidders while they submit the Bids and invariably enclose such documents as a part of the bid.

3.3 PREPARATION OF BID**3.3.1 LANGUAGE OF THE BID**

The Bid prepared by the Bidder and all correspondence and documents relating to the bid exchanged by the Bidder and BHEL shall be written in English.

3.3.2 DOCUMENT COMPRISING THE BID

Bid submitted by the Bidder shall comprise of the following.

- a)** Particulars of Certification Agency (clause 1.5), enclosures and support documents as per Section-I
- b)** Check list as per Annexure-II of Section-V.
- c)** Bid form as per Annexure-III duly completed & signed by the Bidder
- d)** Un-priced bid (all the left out columns must be marked xxxxx)
- e)** Power of Attorney: A power of attorney, duly notified by a Notary Public, in favour of authorized signatory by the competent authority in the organization.

3.3.3 PRICE BID

3.3.3.1 Bidders shall quote the price as follows:

- a)** Rate per man-day which includes Travel expenses and incidental expenses. (Refer clause 2.2.2.15 for other details)
- b)** Man Days to be Considered as per Clause no. 2.2.2.2 of Section II above.
- c)** Cost of Issuing One Certificate. For Further calculation of the price bid, the bidder should Quote.

3.3.3.2 GST shall be paid extra as applicable from time to time. GST part should be mentioned separately and not to be included in the prices. This has to be claimed along with invoice and return proof.

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3.3.3.3a The prices shall remain firm during validity period of Service Contract. No Price Variation Clause is admissible.

3.3.3.3b METHOD OF CALCULATION: L1 bidder will be arrived on the basis of lowest cost of conducting audit & issuance of certificates together as per the price bid format. (Annexure-IX)

Note – Bid Should be free from correction, overwriting, using corrective fluids, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else the bid shall be liable for rejection. All overwriting/cutting, etc will be numbered by bid opening officials and announced during bid opening.

3.3.3.4 TREATMENT OF ARITHMETIC ERRORS

Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis.

The prices should be quoted strictly as per Clause no. 3.3.3 in both **figures and words**.

- (a) If, in the price structure quoted, 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 unit price corrected accordingly.
- (b) 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
- (c) 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 (a) and (b) above.

However, in case of any dispute regarding interpretation of the above, BHEL's decision shall be final and binding on the parties. Offers not fulfilling any of the above conditions shall be rejected and their bids will be disqualified.

3.3.4 COST OF BIDDING

All costs and expenses incidental to preparation and submission of the bid including pre-award discussions with the Bidders, technical and other documentation etc. shall be to the account of the Bidder. BHEL will in no case be responsible or liable for these costs and expenses, regardless of the conduct or outcome of the bidding process.

3.3.5. BID VALIDITY PERIOD

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Bids should be kept valid for a period of minimum **90 days** from the date of opening of price bids. In case Bharat Heavy Electricals Limited calls for negotiations, such negotiations shall not amount to cancellation or withdrawal, of the original offer which shall be binding on the bidder.

3.3.6. EARNEST MONEY DEPOSIT (EMD)

3.3.6.1 The bidder shall furnish EMD of Indian Rupees **1.13 lakh** (Rs. One Lakh and Thirteen thousand only) as a part of its bid. The EMD may be accepted only in the following forms:

1. Cash deposit as permissible under the extent Income Tax Act (Before Tender Opening)
2. Electronic Fund Transfer Credited in BHEL account ((Before Tender Opening)
 - (i) For depositing amount online, depositor has to open SB-Collect through Online E Payment option available on Internet (www.bhelbpl.co.in under caption new link). After reading the instruction for depositing the amount, open SBI's SB-Collect site. Please select State of Corporation as " Madhya Pradesh" and type of Corporation as " Industry" and then click on "Go" appearing on the screen. Now select " Bharat Heavy Electricals , Bhopal" from the dropdown table appearing against "Industry Name" and click Submit. Now select category from the dropdown table appearing against "Select category" under which you need to deposit amount with BHEL, Bhopal.
 - (ii) EMD and Tender Fee may please be deposit together under EMD module where the EMD & Tender Fee both are applicable.
 - (iii) After the successful payment DU no. shall be generated from the banking system.
 - (iv) After depositing the amount, Depositor has to fill Deposit slip available on Internet (www.bhelbpl.co.in under caption new link) by selecting required Enquiry number. Tender Fee and EMD may please be enter separately.
 - (v) As and when credit received in BHEL account, automatic mail sent to the depositor. (vi) After submitting the deposit slip a control number will be generated through system which can be used for getting print out from system.
3. Banker's cheque/ pay order / demand draft, in favour of BHEL, Bhopal (Along with Offer)
4. Fixed Deposit Receipt (FDR) issued by Scheduled Banks/ Public Financial Institutions as defined in the companies Act (FDR Should be in the name of the contractor, a/c BHEL)

3.3.6.2 The EMD is required to ensure that the bidder does not refuse to:

- Accept the letter of Award of Rate Contract
- Sign the contract agreement
- Furnish the required Security

3.3.6.3 The EMD shall be forfeited if

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- The bidder revokes his bid after the bid opening within the validity period or increase prices quoted earlier.
- The bidder does not commence the work after award of contract.

3.3.6.4 Any bid received without Earnest Money Deposit may not be considered.

3.3.6.5 EMD given by all unsuccessful bidders shall be refunded normally within 15 days of acceptance of award of contract by the successful bidders.

3.3.6.7 No interest shall be paid by BHEL on the EMD.

3.3.7. FORMAT AND SIGNING OF THE BID

3.3.7.1 The bidder shall prepare an original and one (1) copy/set of the Bid clearly marking each one as —" Original Bid" and — "Copy No 1". In the event of any discrepancy between them the original shall govern.

3.3.7.2 The original and copy of the bid, each consisting of the documents listed in ITB Clause 3.3.2 (Documents Comprising Bid), shall be typed or written with indelible ink and signed by the Bidder or a person or persons authorized to sign the Bid.

3.3.7.3 Names of person (s) signing the bid should be typed or printed below the signature. The person or persons signing the Bid shall affix a company seal and sign on each page.

3.3.7.4 Bid by a partnership firm must be furnished with full names of all partners and be signed with the partnership name, followed by the signature(s) and designation (s) of the authorized partner(s) or other authorized representative (s) (Authenticated copy of Partnership Deed shall be furnished along with the Bid).

3.3.7.5 Bid by Corporation/Company must be signed with the legal name of the Corporation/Company by the President, Managing Director or Secretary or other person(s) authorized to sign the bid on behalf of such Corporation/Company in the matter.

3.3.7.6 A Bid by a person who affixes to his signature the word 'President', 'Managing Director', 'Secretary', 'Agent', or other designation without disclosing his principal will be rejected.

3.3.7.7 Satisfactory **evidence** of authority of the person signing on behalf of the Bidder shall be furnished with the bid in the form of a Power of Attorney, duly notarized by a Public Notary, indicating that the persons signing the bid have the authority to sign the bid and that the bid is binding upon the Bidder during the full period of its validity.

3.3.7.8 The Bidder's name stated on the proposal shall be the exact legal name of the firm.

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3.3.7.9 Any cutting or overwriting shall be valid only if they are signed by signatory to the Bid.

3.3.7.10 Bids not conforming to the above requirements of authentication by authorized signatory are liable to be rejected.

3.3.7.11 Combined offers (i.e.) Technical bid along with price bid shall be rejected.

3.4 SUBMISSION OF BIDS

3.4.1 SEALING AND MARKING OF BIDS

3.4.1.1 Two-part bid procedure shall be adopted for preparation, submission and evaluation of bids. The bidder must submit the Bid in the following two separate sealed envelopes:

Part –A: Technical Bid

- (a) Tender Cost & Earnest Money Deposit (online e- payment with GST charges)
- (b) Techno- Commercial (1original + 1 copy)
- (c) No deviation certificate
- (d) All supporting documents w r t enquiry terms

Bid along with duly filled and Signed & Stamped (all pages of tender terms & conditions) copies of 'Particulars of Certification Agency Check-list', General Requirements, and Un-priced Bid, and General Conditions of Contract (GCC)

Part – B : Price Bid

Only Price Bid (1 original +1 copy)

3.4.1.2 Part-A and Part-B shall, then, be sealed in an outer envelope duly marked as — 'Original Bid'.

3.4.1.3 The inner and outer envelopes shall (a) be addressed to the BHEL, Bhopal (b) Super-scribed as —Bid for Rate Contract for Audit of ISO 14001 and ISO 45001 for 22 Nos. Units/ Regions/ Divisions of BHEL — **DO NOT OPEN BEFORE 10.01.2020 and 14.00 hrs**, as given in Tender. The inner and the outer envelopes shall also indicate the name and address of the Bidder so that the bid can be returned unopened in case it is declared —'late'.

3.4.1.4 If the outer envelope is not sealed and marked as required by ITB sub-clause 3.4.1.2 and 3.4.1.3 above, BHEL will assume no responsibility for the bid's misplacement or premature opening.

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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3.4.2.1 Bids must be received in the office of the BHEL, Bhopal on or before the date and time given in Tender. In the event of the date of submission of Bids being declared as holiday for BHEL, the bids will be received up to the appointed time on the next working day.

3.4.2.2 The bidder has the option of sending the bids by Registered post/ Courier or submitting in person. No request from any bidder to collect the bid from airlines, cargo agents etc. shall be entertained.

3.4.2.3 BHEL may at its discretion, extend the deadline for submission of bids by issuing an amendment in accordance with ITB Clause 3.2.3 (Amendment to Tender Document), in which case all rights and obligations of BHEL and the Bidders previously subject to the original deadline shall thereafter be subject to the new last date as extended.

3.4.3 LATE TENDERS

Tenders received after the specified date and time of their receipt are treated as 'Late Tenders'. Tenders received late shall be rejected.

3.4.3 MODIFICATION AND WITHDRAWAL OF BIDS

3.4.4.1 No modification in the price bid shall be allowed after submission. Withdrawal of the bid shall, however, be permitted in case written request is received from the bidder before the date & time of opening, Bid withdrawal notices received after the bid opening date and time will be ignored, and the bid will be deemed to be a valid submitted bid.

3.4.4.2 No bid may be withdrawn in the interval between the last date for submission of bids and the expiration of the period of bid validity specified in ITB Clause 3.3.5 (Bid Validity Period). Withdrawal of a bid during this interval may result in the Bidders forfeiture of the EMD, pursuant to ITB Clause 3.3.6.3

3.5 BID OPENING**3.5.1 OPENING OF BID**

3.5.1.1 All bids including withdrawals made pursuant to ITB Clause 3.4.4 (Modification and withdrawal of Bids) will be opened in the Tender room of the BHEL, Bhopal by the officer(s) duly authorised by BHEL for this purpose at the date and time given in the Tender in the presence of the Bidder's authorized representatives who may wish to attend. In the event of specified date of bid opening being holiday for BHEL, the Bids shall be opened at the appointed time and location on the next working day.

3.5.1.2 Bidder's authorized representative (up to two persons) may attend the bid opening and they have to sign the attendance sheet provided by BHEL for evidencing their

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participation. No electronic recording device/ mobile phones etc. shall be permitted during the bid opening.

3.5.1.3 Envelopes marked —Withdrawall shall be opened and read out first. Bid for which an acceptable notice of withdrawal has been submitted pursuant to ITB clause 3.4.4 (Modification and withdrawal of Bids) here of shall not be opened.

3.5.1.4 Only Part A of the bid (Technical bid) shall be opened on the date of opening. The bid of only those bidders shall be considered which contains the EMD of requisite value in acceptable form. The bids having EMD deficit may not be processed.

3.5.1.5 The officer(s) of BHEL authorized for opening of bids will announce the Bidder's names, written notifications of withdrawals, if any, the presence or absence of the requisite EMD or any other information felt necessary.

3.5.1.6 The Part-B (Price Bid) of the tender of only those bidders, whose Techno-Commercial bid is found acceptable, shall be opened at a date and time for which separate intimation shall be sent.

3.5.2 CLARIFICATION OF BIDS

To assist in examination, evaluation and comparison of bids, BHEL may at its discretion ask any bidder for clarification of his bid. The request for clarification and the response shall be in writing or by fax or E-mail.

3.5.2.1 Techno-commercial Evaluation: BHEL will carry out a detailed evaluation of bids in order to determine whether the technical aspects are in accordance with the requirements set forth in the bid document.

3.3.2.2 Compliance with the qualification and eligibility requirement shall first be evaluated. The bidders, who do not meet the minimum specified requirements, may be rejected in line with clause 1.4.

3.3.2.3 If the bidder is found qualified, the bid will be taken for further evaluation.

3.3.2.4 The price bid of the bidders, whose techno-commercial bid is found acceptable, shall be opened on the specified date and time and shall be evaluated by BHEL.

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3.6.1 After evaluation of price bid, BHEL shall notify the successful bidders in writing by registered letter or fax to be confirmed by registered letter that their bids have been accepted. The notification of award shall constitute the formation of Contract.

3.6.2 In case, multiple L1 offers are received then the bidder having more turn over in previous year (2018-19) shall be treated as L1 and order shall be placed on that bidder.

3.6.3 The construction/ execution of Rate Contract shall be in accordance with clause 4.3 of Section-IV.

3.6.4 On receipt of Letter of Intent / Award, the bidder shall deposit Security in a manner provided in Clause 4.8 of GCC, Section-IV and sign Rate Contract Agreement as per

Annexure-IV of Section-V on mutually agreed date and time within Fifteen (15) days of issue of Letter of award.

3.6.5 After signing the Rate Contract, BHEL will promptly notify each unsuccessful bidder and discharge its EMD as per Clause 3.3.6.5.

3.6.6 Any effort by a bidder to influence or pressurize BHEL officials or otherwise to gain undue favour by any means during the entire process of award of contract may result in rejection of bid.

SECTION - IV

GENERAL CONDITIONS OF CONTRACT (GCC)

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SECTION - IV

GENERAL CONDITIONS OF CONTRACT (GCC)

4.1 DEFINITION

The following words and expressions shall have the meanings as given here under: -

“Contract” means the Contract Agreement entered into between BHEL and the Certifying Agency (Contractor), together with the Contract Documents referred to therein; they shall constitute the Contract, and the term —the Contractll shall in all such documents be construed accordingly.

“Contract Document” means the documents listed in Clause 4.2 of GCC, Section-IV.

“Contractor” means the person(s) whose bid to perform the Contract has been accepted by BHEL and is named as such in the Rate Contract Agreement and includes the legal successors or permitted assigns of the Contractor.

“Day” means calendar day of the Gregorian calendar. Week means 7 days and Month means calendar Month

“GCC” means the General Conditions or Contract hereof.

“BHEL” means Bharat Heavy Electricals Ltd., New Delhi.

“BHEL unit” means Unit / region / division of BHEL

“Certification Activities” means Certification, Recertification & Surveillance

Audits and other related aspects for ISO 14001 & ISO 45001 management systems.

4.2 CONTRACT DOCUMENT

4.2.1 The term Contract Document shall mean and include the following, which shall be deemed to form an integral part of the Contract:

- a) The Rate Contract Agreement
- b) Letter of Award of Rate Contract
- c) Qualification and eligibility
- d) Particulars of Certifying Agency including enclosures
- e) General Requirement

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- f) Instruction to bidder
- g) General conditions of contract
- h) Price schedule
- i) Annexure

4.3 CONSTRUCTION / EXECUTION OF THE RATE CONTRACT

4.3.1 The Rate Contract Agreement as per Performa (Annexure-IV) is to be signed within fifteen (15) days of the date of the Letter of Award of Rate Contract, on a date and time to be mutually agreed in the office of the BHEL, BHOPAL unless otherwise agreed to. The Bidder shall provide for signing of the contract, appropriate power of Attorney and the requisite documents. Till such time a formal contract is prepared and executed the letter of Award of Rate Contract read in conjunction with the Contract Documents will continue to constitute a binding contract.

4.3.2 The contract will be signed in four originals, the bidder shall be provided with one signed original contract and rest (Three originals) will be retained by BHEL. The total expenses towards preparing agreement shall be borne by the bidder.

4.3.3 The signed Rate Contract Agreement shall be forwarded to all BHEL Units / Divisions for availing the Certification services.

4.4 VALIDITY OF THE CONTRACT

The contract shall commence from the effective date (as stated in the letter of award of rate contract or in the rate contract. If no such effective date is stated, then the contract shall commence from the date of LOI) of signing the Rate Contract and remain valid for a period of three (03) years from the date of signing the contract.

4.5 CONTRACTOR'S RESPONSIBILITIES

4.5.1 The contractor shall perform the services with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices. The contractor shall always act, in respect of any matter relating to this contract, as faithful advisers to BHEL and shall at all times protect BHEL's legitimate interests.

4.5.2 The contractor confirms that he has entered into this contract after satisfying himself with the scope of work and requirements of BHEL in totality and shall be responsible for providing / performing the services satisfactorily.

4.5.3 The contractor shall comply with all laws in force in the country where the services are carried out. The laws will include all national, provincial, municipal or other laws that affect

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the performance of the contract and bind upon the contractor. The contractor shall pay for damages, claims, fines, penalties and expenses of whatever nature arising or resulting from the violation of such laws by the contractor or his personnel. The Contractor shall fully indemnify and keep indemnified BHEL against all claims of whatsoever nature including claims from any employees of the Certification Agency or any third party arising during the course of execution of the contract.

4.6 BHEL'S RESPONSIBILITIES

BHEL shall provide reasonable facilities to the auditors for carrying out Certification and Activities.

4.7 PAYMENT TERMS

4.7.1 Payment invoice will be raised in duplicate by the agency to the respective Unit/Division/Region of BHEL directly. After performing Certification/Recertification/Surveillance audit the payment will be made as per standard payment terms which is normally is 90 days considering present practises from the date of receipt of invoice in duplicate, copy of the audit reports and completion certificate by the respective MR for HSE. One copy of all the audit reports is to be given concurrently to corporate HSE office, New Delhi. Applicable taxes shall be deducted from the invoices

4.7.2 Concerned BHEL unit/division/region shall verify the invoice and make payment as per terms and conditions of the Rate Contract Agreement.

4.7.3 The payment shall be made in Indian rupees.

4.8 SECURITY DEPOSIT

Security deposit: Security Deposit will be collected from the successful tenderer before start of work and it will be refunded after completion of work order.

Total amount of security deposit shall be 5% of the contract value.

Note: - Security Deposit may be furnished in any one of the following forms: -

- i) Security Deposit shall be deposited through electronic fund transfer mode /online mode. It can be deposited using SBI (SB collect).
- ii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- iii) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL).

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iv) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)

v) The security deposit shall not carry any interest.

(Note: Acceptance of Security Deposit against Sl. No. (iii) and (iv) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

Note: Security deposit may be deposited online through SBI (SB collect). Kindly visit our site www.bhelbpl.co.in for procedure & information on the same.

4.8.1 The Contractor shall, within fifteen (15) days of the issue of letter of award of rate contract, provide a security for the satisfactory performance of the Contract for an amount indicated by BHEL with validity up to ninety (90) days beyond the contract completion period.

4.8.2 EMD of the successful bidder shall be converted and adjusted against the security deposit.

4.8.3 Acceptance of security deposit will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for collection of interest or renewal of the documents or in any other matter connected therewith.

4.8.4 If the value of the work done at any time exceeds accepted agreement value, the security deposit shall be correspondingly enhanced and the extra security deposit shall be immediately deposited by the contractor or recovered from payments due to him.

4.8.5 Failure to deposit the security within the stipulated time may lead to forfeiture of EMD and cancellation of Letter of Award.

4.8.6 BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the bidder's failure to fulfil any of the contractual obligations (including liquidation or bankruptcy of the contractor, non-payment of money payable by means of arbitration award in favour of BHEL) or in the event of termination of contract as per clause no. 4.17. BHEL reserve the right to set off these security deposits, against any claims of any other contract with BHEL.

4.8.7 BHEL shall not be responsible for any depreciation in the value of the security while in BHEL's custody or for any loss of interest thereon.

4.8.8 If the contractor duly performs and completes the contract in all respects to the entire satisfaction of BHEL and presents an absolute no Demand Certificate in the

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prescribed form and returns properties belonging to BHEL taken / borrowed or hired by him for carrying out the said works, the Security Deposit shall be refunded to the Contractor within 90 days after completion of the contract and discharged of all obligations. It may be noted that in no case the Security Deposit shall be refunded/released prior to passing of final bill.

4.8.9 No interest shall be payable by BHEL on earnest money / security deposit or any money due to the contractor by BHEL.

4.9 TAXES AND DUTIES

4.9.1 Except as otherwise specifically provided in the Contract, other than GST, the Contractor shall bear and pay all taxes, duties, levies and charges assessed on the Contractor, or their employees by all municipal, state or national government authorities in connection with the facilities in the country where the manufacturing works are located.

4.9.2 With regard to income tax, surcharge on income tax and any other corporate tax, BHEL shall not bear any tax liability whatsoever. The Contractor shall be liable and responsible for payment of such tax, if attracted under the provisions of the law present or future and BHEL will make deductions at source as applicable.

4.9.3 GST :

1. Wherever bidders are required to supply services at project site Party has to submit GST registration no. of the State in which project site is located along with copy of registration certificate at the time of submission of Bid. In case the same is not available at the time of submission of bid, the contractor has to give an undertaking that the same will be arranged before award of work order.

2. HSN Code/SAC, rate of tax under GST and applicable GST (IGST, CGST/SGST/UTGST) and GSTIN shall be clearly mentioned by the Bidder.

3. GST portion of the **invoice shall be released only upon:-**

3.1 All invoices raised by contractors/vendors must be GST compliant Tax invoices as per GST invoice rules.

3.2 Contractor declaring such invoice in his GSTR-1 or any modified return as notified by government

3.3 Receipt of goods/services and Tax Invoice by BHEL and

3.4 Contractor has to give an undertaking to BHEL that they have declared invoice in his return and paying GST within timeline prescribed for availing ITC by BHEL.

Payment to Contractor for GST portion will be released only after completion of above activity. GST portion of the **final invoice** shall be released on availment of ITC by BHEL based on GSTR 2A.

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4. In case GST credit is delayed/denied to BHEL due to **non/delayed receipt of services/goods and /or tax invoice** or expiry of the timeline prescribed in GST Law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from the contractor along with interest levied/ leviable on BHEL.

Reverse Charge under GST

5A. In respect of services, reverse charge liability shall arise at the earliest of date of payment to service provider or 60 days from the date of issue of invoice by service provider. Contractor has to submit bill for payment within 30days from the date of invoice. Any interest or penalty implications attributable to the contractor shall be recovered from them.

5B. Any GST liability arising on BHEL under reverse charge before actual receipt of goods and/or invoice thereof would be subject to recovery of interest leviable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other condition specified in GST Law.

Liquidated Damage/Penalty

6. Liquidated damage (LD) or Penalty if chargeable from suppliers/contractors as per NIT, applicable GST will be charged in addition to the same.

Tax Deduction at source

7. TDS as per extent provisions of the GST Law shall be deducted from supplier/contractor bill.

4.10 INSURANCE

The contractor, will at its expenses take out and maintain in effect, during the performance of contract the insurance policies of its employees and any assets. BHEL shall not bear any liability for any mishap to the auditor and assets during the course of the contract.

4.11 PENALTY FOR DELAY

Initial audit for all unit/division/regions to be carried out within 05 months of placement of work order, subsequent audit for the respective area to be carried out within a time frame of 6 to 9 months from the date of last audit.

Penalty for audits not carried out as above, shall be levied at 0.5% per week of the total amount for the corresponding audit, subject to maximum of 10% of the value. GST on penalty shall be extra.

4.12 FORCE MAJURE

4.12.1 Force Majeure shall mean any event beyond the reasonable control of BHEL or contractor, as the case may be and which is unavoidable notwithstanding the reasonable care of the party affected and shall include, without limitation, the following:

- i. War and other hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilisation, requisition or embargo;
- ii. Rebellion, revolution, insurrection, military or usurped power and civil war;
- iii. Ionizing, radiation or contamination by radio-activity from any nuclear fuel or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosives, or other hazardous properties of any explosive nuclear assembly or nuclear components thereof;
- iv. Riot, commotion or disorder, except where solely restricted to employees of the Contractor;
- v. Acts of God such as earthquake (above magnitude of 7 on Richter's scale), unprecedented floods.

4.12.2 If either party is prevented, hindered or delayed from or in performing any of its obligations under the contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances thereof within one week after the occurrence of such event.

4.12.3 The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the contract for so long so the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed. The party or parties affected by the event of Force Majeure shall use reasonable efforts to mitigate the effect thereof upon its or their performance of the contract and to fulfil its or their obligations under the contract.

4.12.4 No delay or non-performance by either party thereto caused by the occurrence of any event of Force Majeure shall: a) Constitute a default or breach of the contract b) Give rise to any claim for damages or additional cost or expenses occasioned thereby if and to the extent that such delay or non-performance is caused by the occurrence of an event of Force Majeure.

4.12.5 If the performance of the contract is substantially prevented, hindered or delayed for a single period of more than sixty (60) days or an aggregate period of more than one hundred and twenty (120) days on account of one or more events of Force Majeure during the currency of the contract, the parties will attempt to develop a mutually satisfactory solution failing which the dispute shall be resolved in accordance with GCC Clause **4.13**.

4.12.6 Force Majeure shall not apply to any obligation of BHEL to make payments to the Contractor herein.

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The Contract shall be governed by and interpreted in accordance with laws of India.

4.14 ARBITRATION

All disputes between the parties to the Contract arising out of or in relation to the Contract, other than those for which the decision of the Engineer in the Contract or any other person is expressed to be final and conclusive, shall after written notice by either party to the contract to the other party, be referred to sole arbitration of the General Manager or his nominee. The Arbitration shall be conducted in accordance with the provisions of the Indian Arbitration and Reconciliation Act, 1996.

There will be no objection if the arbitrator is appointed is an employee of BHEL and that had to deal with the matters to which the contract relates and that in the course of his duties, as such he had expressed views on all or any of the matters in dispute or difference.

The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, such General Manager as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of contract. Such person shall be entitled to proceed with the reference from the stage at which his predecessor left it. It is also a terms of this contract that no person other than a person appointed by such General Manager, as aforesaid should act as arbitrator and if for any reason, that is not possible, the matter is not to be refereed to arbitration at all.

Subject as aforesaid the provision of the arbitration Act, 1996, or any statutory modification/reconditioning or reactant thereof and the rules made there under and for the time being in forces shall apply to the arbitration proceeding under this clause. The seat of arbitration shall be Bhopal.

The cost of arbitration shall be borne as per award of arbitrator.

It is a term of the contract that the party involving arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amount claimed in respect of each dispute. The arbitrator (s) may from time to time will consent of the parties enlarge the time for making and publishing the award.

The work under the contract shall if reasonably possible continue during the arbitration proceedings and no payment due or payable, to the certifying agency shall be withheld on account of such proceedings. The arbitrator shall be deemed to have entered in the reference on the date of the first hearing. The arbitrator shall give a separate award in respect of such dispute or difference referred to him.

The arbitration proceedings shall be held at Bhopal. The jurisdiction of courts for these proceeding shall be at Bhopal.

4.15 CONCILIATION

MODEL CONCILIATION CLAUSE FOR CONDUCTING CONCILIATION PROCEEDINGS UNDER THE BHEL CONCILIATION SCHEME, 2018

The Parties agree that if at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the agreement, contract or the Memorandum of Understanding (delete whichever is inapplicable), which the Parties are unable to settle mutually), arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee to be appointed by competent authority

of BHEL from the BHEL Panel of Conciliators.

Notes:

1. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators.
2. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to both the parties from outside the BHEL Panel of Conciliators.

The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration and Conciliation Act 1996 or any statutory modification thereof and as provided in Annexure----- to this GCC.

The Annexure ----- together with it's appendices will be treated as if the same is part and parcel hereof and shall be as effectual as if set out herein in these GCC.

(For more details about conciliation scheme, please contact to our office)

4.16 SUSPENSION

BHEL reserves the right to suspend performance of any or all of its obligations under the contract. Such notice shall specify the obligations of which performance is to be suspended, the effective date of the suspension and the reasons therefore. The Contractor shall thereupon suspend performance of such obligations until ordered in writing to resume such performance by the same authority that ordered for suspension.

4.17 RISK PURCHASE CLAUSE

In case the bidder is not in a position to execute the certification activities/ fails to execute the certification activities, BHEL reserves the right to get the same services executed by any other agency which BHEL may deem fit, and all additional costs (either in the rates or any other cost) incurred by BHEL shall be recovered from the Contractor's pending bills and /or security deposit amounts or otherwise.

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The clause no. 2.3 of Section – II shall be applicable.

4.19 TERMINATION OF CONTRACT

BHEL reserves the right to terminate the contract at any time during the validity period on account of non-fulfilment of any contract condition, adverse feedback regarding quality of services rendered, indulgence in unethical practices or questionable integrity.

Cancellation of contract may be either for whole or part of contract at BHEL's option. In event of termination of contract in whole or part BHEL may procure upon such terms and in such manner as deemed appropriate, supplies or services similar to those so terminated and contractor shall be liable to BHEL for any excess costs for such similar supplies or services provided that the contractor shall continue the performance of this contract to extent not terminated under provision of this clause.

4.20 CONFIDENTIALITY

The parties agree & acknowledge that in the course of their discussions and interaction, BHEL may disclose information of confidential and proprietary nature relating to its business, products, know-how, technology, customers, employees and financial to the contractor. Such information shall be considered as confidential. The contractor agrees to keep it confidential & secret at all times and not directly or indirectly disclose to any party other than its employees and authorized personnel's strictly on a need to know basis, without the prior written permission of BHEL.

SECTION - V

ANNEXURES

INDEX

| Clause No. | Contents |
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| Annexure - I | LIST OF BHEL UNITS/DIVISIONS |
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**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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ANNEXURE-I

LIST OF BHEL UNITS / REGIONS / DIVISIONS

| S.N. | Unit | Average Manpower considered |
|-------------|----------------------|------------------------------------|
| 1 | HEP Bhopal | 9971 |
| 2 | TP Jhansi | 3337 |
| 3 | HEEP & CFFP Haridwar | 8578 |
| 4@ | HPEP Hyderabad | 6814 |
| 5 | HPBP & SSTP Trichy | 9922 |
| 6 | BAP Ranipet | 3291 |
| 7 | EPD Bengaluru | 1208 |
| 8 | EDN Bengaluru | 2904 |
| 9 | ISG, Bengaluru | 489 |
| 10 | IVP Goindwal | 439 |
| 11 | HERP Varanasi | 378 |
| 12 | CFP Rudrapur | 312 |
| 13 | Power Sector NR | 4500 |
| 14 | Power Sector WR | 8500 |
| 15 | Power Sector ER | 12000 |
| 16 | Power Sector SR | 12000 |
| 17 | Noida Township | 178 |
| 18 | PPPU Thirumayam | 1022 |
| 19 | HPVP Vizag | 1089 |
| 20* | FSIP Jagdishpur | 1511 |
| 21* | TBG Noida | 1650 |
| 22* | EMRP Mumbai | 63 |

Note:

*Units marked with serial number 20, 21 & 22 will undergo certification for the first time.

@ HPEP Hyderabad is already migrated to ISO 45001: 2018. Other certified units are having OHSAS 18001 certification.

Note# For Power Sector Regions temporary sites are there with varying strength of contract workers as per requirement of the work and for the same approximate average figure including contract workers has been projected. Similarly, for unit the contract workers are also added with BHEL employees to arrive at manpower figure.

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ANNEXURE-II

CHECK LIST FOR BIDDERS

(The bidder shall fill-up, sign, stamp and enclose the checklist with Techno-Commercial (Part-I) bid. The bid shall be treated as incomplete in absence of it)

| <u>S. No.</u> | <u>Description</u> | <u>BIDDERS CONFIRMATION & ACCEPTANCE</u> | |
|----------------------|--|---|------------------|
| | | <u>Yes</u> | <u>No</u> |
| 1 | The Particulars of certification Agency, given in Section-I, are filled. | | |
| 2 | Bidder meets Qualification and Eligibility requirements of Section-I, General requirements of Section-II and General Contract Conditions (GCC) of Section-IV. | | |
| 3 | Organisation chart, details of branch offices, list of lead auditors with attested specimen signature. | | |
| 4 | All the pages of Bid documents are accepted & signed by authorized signatory. | | |
| 5 | Following support documents are enclosed:- (i) Memorandum and Article of association/Partnership deed/ Company Registration Certificate (ii) Audited annual Reports. (iii) Income tax Returns. (iv) PAN and GST registration letters. (v) Accreditation certificate from Accreditation boards. (vi) Evidence as required as per clause 1.2) | | |
| 6 | The notarized power of attorney is enclosed. | | |
| 7 | Applicable EMD | | |
| 8 | Applicable Tender fee | | |
| 9 | The bid is valid up to three months after price bid opening | | |
| 10 | Prices are firm up to validity period of rate contract. | | |
| 11 | Declaration Certificate | | |

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DATE

Signature/seal of Authorised Signatory

ANNEXURE III**BID FORM**

Date

Name of Contract – Rate Contract for audit of ISO 14001-2015 & ISO 45001-2018 of 22 Units/ Divisions/ Regions of BHEL.

To
BHEL, BHOPAL

Sir,

1.0 With reference to the open tender HSE/Audit/2019-20/W2 dated 17.12.2019 we the under signed, having examined the tender specification, including amendment, and offer to provide the services under above named contract in full conformity with the said tender specification.

2.0 ANNEXURE TO THE BID FORM

2.1 In line with the requirement of the Bid document, Clause no 3.3.6 of ITB, Section III, we enclose herewith EMD

For a sum of Rs. 1.13 Lakh (Rupees One lakh and Thirteen thousand only)

2.2 A power of attorney authorised by a Notary Public indicating that the persons signing the bid have the authority to sign the bid and that the bid is binding upon us during the full period of its validity in accordance with the ITB clause no.3.3.2.1(f) and 3.3.7.7.

2.3 Duly filled Check List for Bidder as per Annexure –II of Section -V & Certificate of incorporation/ Registration along with support Documents as per clause no 1.5.7 of Section –I.

3.0 PRICE SCHEDULES:

3.1 In Line with the requirements of the Bid Documents, we enclose herewith the Certification charges ----- as required by clause no. 3.3.3 of Section –III.

3.2 We are aware that the Price Schedule do not generally give a full description of the work to be performed and we have read the Technical requirement & Specifications and the complete Bid Documents to ascertain the full scope of work while filling in the rates and prices. We agree that the entered rates and prices include the full scope as aforesaid including overheads and profit.

3.3 We declare that as specified in the Conditions of Contract, prices quoted by us in the Price Schedules are firm and we will not claim any price variation.

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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3.4 We have read the provisions of the general conditions of contract and confirm that these provisions are acceptable to us

4.0 If our bid is accepted, we undertake to provide security in the form and amounts, and within time specified in the bid document.

5.0 We agree to abide by this bid for a period of three calendar months from the date fixed for opening of price bid, and it shall remain binding upon us and may be accepted by BHEL at any time before the expiration of that period.

6.0 We understand that you are not bound to accept the lowest or any bid you may receive.

Thanking you,

Yours faithfully

(Signature)

(Printed Name)

(Designation)

(Common seal)

Date:

Place:

Business Address:

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ANNEXURE IV

RATE CONTRACT AGREEMENT

(To be stamped in accordance with Stamp Act)

Agreement No. and Date -----

Name of the Work -----

Name of the Contractor with -----

Full Address -----

Value of work awarded -----

Letter of Award No.& Date -----

Scheduled Commencement Date -----

Scheduled Completion Date -----

THIS AGREEMENT MADE THIS----- DAY OF ----- 2019 between
BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Undertaking) a
Company incorporated under the Companies Act, 1956 having its Registered Office at
BHEL House, Siri Fort, New delhi-110 049 therein after called BHEL) of the FIRST PART.

AND

M/s.
(hereinafter called the 'Contractor', on the SECOND PART.

WHEREAS M/s. have
acquired and possess extensive experience in the field of
.....

And whereas in response to an Invitation to Tender No. issued by
BHEL for execution of, the contractor
..... submitted their offer No.
..... dated

And whereas BHEL has accepted the offer of the Contractor on terms and conditions
specified in the letter of Award No.-----dated-----
read with the references cited therein.

THIS AGREEMENT WITNESSES AND it is hereby agreed by and between the parties as
follows:

1. That the contractor shall execute the work of -----and more
particularly described in Tender Specification No.-----

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- (hereinafter called the said works) in accordance with and subject to terms and conditions contained in these presents, instructions to Bidders, General Conditions of Contract (GCC), Qualification and eligibility requirements, General requirements, Annexure, Letter of Award dated ----- and such other instructions given to him from time to time by BHEL.

2. The contractor is required to furnish to BHEL security deposit, minimum 50 %, in the form of pay order/demand draft / local cheque No. dated Drawn on (Name of the Bank) and maximum of 50% in the form of Bank Guarantee valid upto for a sum of Rs. (Rupees) towards the satisfactory performance and completion of the Rate Contract.

3. The contractor has furnished a Bank Guarantee bearing No. Dated for a sum of Rs. executed by in favour of BHEL towards Security Deposit valid upto

OR

The contractor has furnished to BHEL a Security Deposit of Rs.. (Rupees) vide pay order/demand draft / local cheque No. dated drawn on (Name of Bank) after adjusting EMD of Rs. (Rupees) submitted vide pay order/demand draft / local cheque No. dated drawn on (Name of Bank) and furnished a Bank Guarantee bearing No. dated For a sum of Rs. executed by in favour of BHEL valid upto

4. The contractor hereby agrees to extend the validity of bank guarantee for such further period or periods as may be required by BHEL and if the Contractor fails to obtain such extension(s) from the Bank, the Contractor, shall pay forthwith or accept recovery of Rs----- (Rupees-----) from the bills in one instalment and the contractor further agrees that failure to extend the validity of the Bank Guarantee or failure to pay the aforesaid amount in

the manner specified above shall constitute breach of contract. In addition to above, BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum of Rs----- (Rupees-----).

5. That in consideration of the payments to be made to the contractor by BHEL units/ purchasing divisions in accordance with Clause 4.7 of GCC, the Contractor hereby covenants and undertakes with BHEL that they shall execute and complete the works in

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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conformity, in all respects, with the terms and conditions specified in this Agreement and the documents governing the same.

6. That the contractor shall be deemed to have carefully examined this Agreement and the documents governing the same and also satisfied himself as to the nature and character of the works to be executed by him.

7. That the contractor shall carry out and complete the execution of the said works to the entire satisfaction of BHEL within the agreed time schedule, the time of completion and accuracy of work being the essence of Rate contract.

8. That BHEL, after proper scrutiny of bills submitted by the Contractor, pay to him during the progress of the said works such sum as determined by BHEL Units/ Purchasing divisions in accordance with this agreement.

9. That this Rate Contract Agreement shall be deemed to have come into force from -----the date on which the letter of award has been issued to the contractor.

10. That whenever under this Rate contract or otherwise, any sum of money shall be recoverable from or payable by the contractor, the same may be deducted in the manner as set out in the GCC or other conditions governing this Agreement.

11. That all charges on account of taxes and other duties, on materials obtained for execution of the said works shall be done and paid by the contractor.

12. That BHEL shall be entitled to deduct from the Contractor's running bills or otherwise Income Tax under Section 194 (C) of the Income Tax Act, 1961

13. That it is hereby agreed by and between the parties that non-exercise, forbearance or omission of any of the powers conferred on BHEL and/or any of its authorities will not in any manner constitute waiver of the conditions hereto contained in these presents and the liability of the contractor with respect to compensation payable to BHEL or contractor's obligations shall remain unaffected.

14. It is clearly understood by and between the parties that in the event of any conflict between the Letter of Award and other documents governing this Agreement, the provisions in the letter of Award shall prevail.

15. The following documents shall also form an integral part of and govern this agreement:

- j) Invitation to Tender No. and the documents specified therein
- vi) Contractor's Offer No. dated
- vii) Letter of Award No. dated
- viii) Tender Specification No.
- ix) General Contract Conditions (GCC)

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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- x) General Requirements
- xi) Qualification and Eligibility Requirements
- xii) Price Schedule IN WITNESS HEREOF, the parties hereto have respectively set their signatures in the presence of

WITNESS

(CONTRACTOR)

(To be signed by a person holding
a valid power of attorney)

1.

2.

WITNESS

(For and behalf of
BHEL)

1.

2

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
(For Surveillance, Certification & Recertification)**

Annexure - V

BANK GUARANTEE BOND

(Paragraph 4.9.6 of —Works Accounts Manual)

Bank Guarantee No.....

Date.....

1. In consideration of the Bharat Heavy Electricals Limited, _____Bhopal Division (hereinafter called 'the Company') having agreed to exempt _____ (hereinafter called 'the said Contractor' which term includes 'Suppliers' for the purpose of this Bond) from the demand under the terms and conditions of an Agreement dt.

_____made between _____ and _____for _____

_____ (hereinafter called 'the said Agreement') of Security Deposit for the due fulfilment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. _____ (Rupees _____ only)

We _____

_____. (Indicate the name of the Bank) (hereinafter referred to as 'the Bank') at the request of _____

_____ (Contractor (s) do hereby undertake to pay to the Company an amount not exceeding Rs. _____ against any loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the said Contractor(s) of any of the terms and conditions contained in the said Agreement.

2. We, _____ do hereby undertake to pay the amounts due and (Indicate the name of the Bank) payable under this guarantee without any demur, merely on a demand from the Company stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Company by reason of breach by the said Contractor(s), of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s), failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

3. We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
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4. We, _____ further agree that the Guarantee (Indicate the name of the Bank)

herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till

_____ Office/ Department/Division of Bharat Heavy Electricals Limited certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____ we shall be discharged from all the liability under this guarantee thereafter.

5. We, _____, further agree with the Company that the (Indicate the name of the Bank)

Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the company against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the company or any indulgence by the company to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).

7. We, _____, lastly undertake not to revoke this guarantee (Indicate the name of the Bank)

during its Currency except with the previous consent of the Company in writing.

Dated the _____ day of _____

For _____

(Indicate the name of the Bank)

.....
(Signature)

.....
(Name)

.....

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
(For Surveillance, Certification & Recertification)**

(Designation with Bank stamp)

(Official Address)

Attorney as per Power of

Attorney No.....

Dated

WITNESS (Signature).....

(Name)

Notes:

1. This date will be Ninety (90) days beyond the Contract completion period as specified in the Contract.
2. The stamp papers of appropriate value shall be purchased in the name of guarantee issuing Bank.

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
(For Surveillance, Certification & Recertification)**

Annexure – VI

List of Consortium Member Banks

| | | | |
|----|----------------------|----|---------------------------------------|
| 1 | State Bank of India | 16 | Indian Bank |
| 2 | Allahabad Bank | 17 | Indus Ind Bank |
| 3 | Andhra Bank | 18 | Kotak Mahindra Bank Ltd |
| 4 | Axis Bank | 19 | Punjab National Bank |
| 5 | Bank of Baroda | 20 | Punjab & Sind Bank |
| 6 | Bank of India | 21 | Standard Chartered Bank |
| 7 | Canara Bank | 22 | State Bank of Hyderabad |
| 8 | Central Bank | 23 | State Bank of Travancore |
| 9 | Citi Bank- NA | 24 | Syndicate bank |
| 10 | Corporation Bank | 25 | Hong Kong and Shanghai Banking Corpn. |
| 11 | Deutsche Bank | 26 | The Royal bank of Scotland |
| 12 | The Federal Bank Ltd | 27 | UCO Bank |
| 13 | HDFC Bank | 28 | Union Bank of India |
| 14 | ICICI Bank | 29 | United Bank of India |
| 15 | IDBI Bank | 30 | Vijaya Bank |

**Tender Specification for award of Rate Contract for Audit of ISO 14001 & ISO 45001
(For Surveillance, Certification & Recertification)****Annexure –VII**Company LogoLetter Head**BHEL Ref: Tender Notification No.....Dtd.....****DECLARATION CERTIFICATE**

I/We do hereby declare that there is no case with the Police/Court/RBI/IRDA/SEBI/Regulatory authorities against the proprietor/firm/partner. Also I/We have not been suspended/delisted/blacklisted by any other Govt. Ministry/Department/Public Sector Undertaking/Any Quality Assurance Body/Autonomous Body/Financial institution/Court. We also certify that neither our firm nor any of the partners are involved in any scam or disciplinary proceedings settled or pending adjudication.

(Signature & Seal of the firm)

Date.....

Annexure – VIIICompany LogoLetter Head**BHEL Ref: Tender Notification No.....Dtd.....****NO DEVIATION CERTIFICATE**

This is to declare that we do not have any deviations to the Terms & Conditions of your tender specification No.dtd.....

and accordingly accept all the terms & Conditions without any reservations whatsoever.

(Signature & Seal of the Firm)Date.....

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**Annexure – IX
SCHEDULE OF RATES**

| S.N. [1] | Unit [2] | Average Manpower considered [3] | Man-days allotted | | |
|-------------|----------------------|--|--|-------------------------------------|---------------------------|
| | | | Recertification/ Certification [4] | Total 5 Surveillance s [5] | Total Man- days [6] |
| 1 | HEP Bhopal | 9971 | 19 | 19 | 38 |
| 2 | TP Jhansi | 3337 | 14 | 14 | 28 |
| 3 | HEEP & CFFP Haridwar | 8578 | 18 | 18 | 36 |
| 4@ | HPEP Hyderabad | 6814 | 17 | 17 | 34 |
| 5 | HPBP & SSTP Trichy | 9922 | 19 | 19 | 38 |
| 6 | BAP Ranipet | 3291 | 14 | 14 | 28 |
| 7 | EPD Bengaluru | 1208 | 11 | 11 | 22 |
| 8 | EDN Bengaluru | 2904 | 14 | 14 | 28 |
| 9 | ISG, Bengaluru | 489 | 08 | 08 | 16 |
| 10 | IVP Goindwal | 439 | 08 | 08 | 16 |
| 11 | HERP Varanasi | 378 | 08 | 08 | 16 |
| 12 | CFP Rudrapur | 312 | 07 | 07 | 14 |
| 13 | Power Sector NR | 4500 | 15 | 15 | 30 |
| 14 | Power Sector WR | 8500 | 18 | 18 | 36 |
| 15 | Power Sector ER | 12000 | 19 | 19 | 38 |
| 16 | Power Sector SR | 12000 | 19 | 19 | 38 |
| 17 | Noida Township | 178 | 6 | 6 | 12 |
| 18 | PPPU Thirumayam | 1022 | 10 | 10 | 20 |
| 19 | HPVP Vizag | 1089 | 10 | 10 | 20 |
| 20* | FSIP Jagdishpur | 1511 | 11 | 11 | 22 |
| 21* | TBG Noida | 1650 | 11 | 11 | 22 |
| 22* | EMRP Mumbai | 63 | 5 | 5 | 10 |
| | TOTAL | 90156 | 281 | 281 | 562 |

*Units listed in serial number 20, 21, and 22 will undergo certification for the first time and hence **Certification** man-days is to be quoted against them in column [4]. All other units will undergo **Recertification** and hence corresponding recertification man-days is to be quoted for them in column [4].

@ HPEP Hyderabad is already migrated to ISO 45001: 2018. Other certified units are having valid OHSAS 18001 certification.

Note# For Power Sector Regions temporary sites are there with varying strength of contract workers as per requirement of the work and for the same approximate average figure including contract workers has been projected. Similarly, for unit the contract workers are also added with BHEL employees to arrive at manpower figure.

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UNPRICED BID

| | | |
|---|-------------------|--|
| Total Man-days required for 1 certification / recertification audit and 5 surveillance audits (Assuming a cycle of 3 years) | Mandays rate, Rs. | Total Mandays rate for the entire contract period, Rs. |
| A | B | C=A x B |
| 562 | In Fig. | In Fig. |
| | In Words | In Words |

| | | |
|-------------------------------|--|-----------------------------------|
| Cost of issuing 1 certificate | Total no. of certificates to be issued (22 each for ISO 14001 & ISO 45001) | Total cost of issuing certificate |
| D | E | F= DXE |
| In Fig. | 44 | In Fig. |
| In Words | | In Words |

| | | |
|---|--------------------------------------|--|
| Total Mandays rate for the entire contract period, Rs | Total cost of issuing certificate Rs | total cost of conducting audits and issuing certificates (For 3 years) |
| C | F | C+F |
| In Fig. | In Fig. | In Fig. |
| In Words | In Words | In Words |

TAXES

Note – All the values must be mentioned in figures as well as in words also

(Signature & Seal of the firm)

Date: