



Bharat Heavy Electricals Limited

(A Govt. of India Undertaking)

Human Resource Development Institute

PURCHASE DEPARTMENT

By COURIER SERVICE

Please Quote TENDER ENQUIRY No. in all correspondence

TENDER ENQUIRY

Tender Enquiry Ref. No. MG/DS/PUR/001

Dated: 20/07/2015

M/s

Tender Submission Date: 10.08.2015 (13.00 Hrs.)

Tender Opening Date (Part-I): 10.08.2015 (16.00 Hrs.)

Sub: Requirement of DIESEL and PETROL at BHEL/ HRDI, NOIDA:

Dear Sirs,

Most competitive rates are invited from reputed agencies, for 58200 ltrs of diesel & 3600 ltrs of petrol for BHEL EDs cars for two years as and when required. Quotations received late are likely to be ignored.

Part- I of the Tender will be opened in this office on 10.08.2015 (1600 Hrs.) in the presence of the representatives of the bidders who may choose to be present.

Procedure for submission of sealed tenders:

The bidder must submit their tender as required in separate sealed covers prominently superscripted as:

Part-I: Cover – I: Techno-Commercial Bid (Annexure- I, Annexure- III)

Part-II: Cover –II: Price Bid (Annexure- II)

Each cover should also indicate the Tender no., due date & Time as mentioned above and vendor/supplier's contact details with full address.

Part – I/ (Cover – I) – Techno Commercial Bid : Please submit all requirement as mentioned in Pre - Qualifying Requirements (Annexure- I, Annexure- III).

Part – II/ (Cover-II) - Price Bid: Only Price Bid in the prescribed Price Format (Annexure-II) should be enclosed in Cover-II (duly sealed).

These two separate covers i.e. Cover I & II shall together be enclosed in a third envelope and this sealed cover shall be superscribed with Tender no. Due date and Time and submitted to this office. The Quotation should reach this office at the following address, latest by 1300 hrs on 10.08.2015

Sr.Engineer/ Purchase
Bharat Heavy Electricals Limited
Human Resource Development Institute
HRD & ESI Building, Plot No.25, Sector – 16A,
NOIDA – 201301 (U.P.)

Telephone: 0120-2515433 Fax: 0120-2515431, E-mail dshekhar@bhel.in, Home Pg. www.bhel.com
HRD & ESI Complex, Plot No. 25, Sector-16A, NOIDA-201301, Gautam Budh Nagar (U.P)
Regd.Office: BHEL House, Sirifort, New Delhi-110049



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Part-I / Cover- I: Techno Commercial Bid will be opened at 1500 hrs on 10.08.2015 in presence of the representatives of the bidders who choose to be present. Part – II/ Cover – II Price Bid of only those bidders who qualify in the techno-commercial bid will be opened later, for which a separate intimation will be sent in due course of time.

Deepak Shekhar
Sr. Engineer/ Purchase

Encls:

1. General Terms and Conditions: Annexure - I
2. Price Format: Annexure – II
3. PQR: Annexure – III

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Annexure-I

Tender No. MG/DS/PUR/001

Date: 20th July, 2015

General Terms & Conditions

1. The fuel station would supply approx. 58200 litres of diesel for the diesel generators & approx. 3600 ltrs of Petrol for BHEL EDs cars for 2 years as and when required. At the time of award of the contract, a list of BHEL cars, with details of car registration no., make of the car, and the name of the driver shall be communicated by BHEL. The number of vehicles may increase or decrease at any point of time during the contract. In addition we have three diesel generators installed at BHEL HRDI, Noida. The successful bidder shall be required to maintain one separate account for BHEL-HRDI to cater the above requirement. The contract may be further extended for one year if both parties agrees for the same.
2. Any increase / decrease in the prices of petrol / diesel / lubricants, notified by the concerned Oil Company shall be admissible during the course of the contract based on documentary evidence for such an increase / decrease.
3. The successful petrol pump station shall issue a Credit Book(s) / booklets containing vouchers / slips for fuelling respective car(s). The petrol shall be supplied only on presentation of the slip, duly signed by the authorized official of BHEL.
4. BHEL shall communicate the name of the authorized officials of BHEL who would be signing the slips for drawing petrol. Similarly, an official shall be authorized for taking diesel from the petrol station.
5. The petrol station shall forward a copy of the slip duly signed by the driver & authorized official of BHEL along with their bill.
6. Based upon the present requirement, if required, BHEL shall furnish bank guarantee equivalent to the sum of one month's purchase of petrol / lubricants / diesel. The amount of BG so furnished by BHEL at the time of award of contract shall remain firm during the validity of the Contract.
7. **Loading Factor:** In case any bidder insists on any mode of deposit equivalent to one month's consumption of fuel other than Bank Guarantee, BHEL may consider submission of the same. In that event BHEL shall load the offer with SBIPLR (State Bank of India Prime Lending Rate) prevailing at the time of Price Bid Opening + 2% as BHEL handling charges on the quantum of such a mode of deposit for a period of two years. However, the award shall be on the actual quoted price.

8. Evaluation criteria:

The offer shall be evaluated based on SI. No. "C" in the Price Schedule.

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Further, in case of a tie amongst the bidders on the monthly lumpsum service charges quoted, snap price bids from such bidders shall be taken till clear L1 bidder is emerged.

9. **Contract Period:** The contract shall be awarded initially for a period of two years which may be extended further on the same monthly service charges with mutual consent in writing.
10. **Payment Terms:** Best efforts shall be made to release the payment within 7 working days from the date of receipt of invoices, in duplicate, along with the vehicle-wise petrol slips/vouchers, duly signed by BHEL authorized official & the driver. BHEL shall prefer fortnightly billing. The remittance of payment shall be through NEFT. However, no interest shall be payable for delay in releasing the payments, if any.
11. BHEL reserves the right to increase / decrease the no. of cars and consequential quantity of petrol / diesel during the period of contract, including the extended period, if any.
12. In case of reporting of unsatisfactory services / complaint of misbehavior of your staff, etc., BHEL reserves the right to impose a penalty of up to 50% of the monthly service charges, which shall be deducted from the subsequent bill.
13. The contract can be terminated by giving minimum of 30 days notice from either side.



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Annexure-II

Price Schedule

S.No.	Item	Quantity (for 2 years)	Unit Price	Total Price
A.1	Present Petrol consumption approx. 2400 litres per month (Bidders to indicate the Rate per litre 10.08.2015 on the date of submission of offer. However any increase / decrease in the price of fuel shall be admissible during the contract)	58400	(Price per ltr)	
A.2	Cartage Charges for supplying diesel	50	(Price per visit)	
A.3	Petrol requirement approx. 150 litres per month (Bidders to indicate the Rate per litre 10.08.2015 on the date of submission of offer. However any increase / decrease in the price of fuel shall be admissible during the contract))	3600	(Price per ltr)	
(A)	Total (A.1+A.2+A.3)			
B	Loading for interest shall be SBI PLR + 2% (in case the bidder opts to take cash advance equivalent to one month's fuel consumption)			
C.	Total (A+B)			

Note: 1. Evaluation will be based on sum total of A+B and the bidders shall be ranked accordingly. However, the ordering shall be made on the rates quoted at A.

2. Over & above the amount indicated at (A) above, Service Tax / VAT as applicable, on Lump sum monthly charges (at A.3 of the format), shall also be payable at the existing rates. Any statutory variation in the rates of Service Tax / VAT during the entire contract period shall also be admissible.

Signature of the Bidder with seal



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Annexure-III

PQR- Documents to be attached with the Part-I Bid

- 1. A copy of dealership agreement with the oil company**
- 2. Copy of service service tax registration/VAT, as applicable**

Signature

(Name & address of bidder with official seal)