



TENDER SPECIFICATION
FOR WORKS CONTRACT
WITH THIRD PARTY
INSPECTION AGENCY

TENDER SPECIFICATION
NO. BP/QIX/TPIA/2020 REV. 00
DATE: 03.01.2020

QUALITY CONTROL ANCILLARY (QIX)
GOVINDPURA OFFICE
BHARAT HEAVY ELECTRICALS LIMITED – BHOPAL

TENDER SPECIFICATION
FOR WORKS CONTRACT WITH
THIRD PARTY INSPECTION AGENCY
FOR BOUGHT OUT & SUB-CONTRACTED ITEMS OF BHEL BHOPAL

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QUALIFICATION AND ELIGIBILITY REQUIREMENT

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SECTION - I**QUALIFICATION AND ELIGIBILITY REQUIREMENT**

Clause Nos.		Contents	Reference Page No. (for documents attached along with Tender)
1.1		<u>GENERAL</u>	
	1.1.1	The bidding organization shall have well-established Quality Management Division for providing Third Party Inspection services. The inspection agency should have valid certificate from NABCB (National accreditation Board for Certification Body) and should have valid accreditation certificate for compliance of ISO/IEC 17020. The validity of certificate shall be maintained throughout the contract period. The bidder shall have sound organization capable of meeting BHEL's requirements with high degree of accuracy and timeliness.	
	1.1.2	The bidder should be fully conversant with the National/International Product Specifications, Standards and Codes. Such as ASME, ASTM, ANSI, API, DIN, BS, TEMA, IBR, BIOS etc.) Bidder shall have direct access/ possession of the latest applicable International/ National standards & specifications like ASME, ASTM, ANSI, API, DIN, BS, TEMA, IBR, BIS, etc.	
	1.1.3	The bidder shall be equipped with all modern modes of communication (high speed broad band minimum 500 Kbps) such as telephone, mobile phone, fax, computer with high end configuration (CPU speed 1.8 GHz minimum), printer, scanner, e-mail, internet etc. in all offices.	
1.2		<u>MINIMUM QUALIFYING REQUIREMENT</u>	
	1.2.1	The Bidder should enclose documentary evidence of the following :-	
	1.2.1.1	The bidder should have minimum of last 05 years' experience of Third Party Inspection Services for carrying out inspection of equipment supplies associated with contracts of reputed organizations and Evidence of successful / satisfactory execution of minimum five contracts starting from the date of incorporation of different customers like BHEL, NTPC, NHPC, NPCIL, HPGCL, HPCL, BPCL, PGCIL, EIL, ONGC, IOCL, SEBs, Defence organizations etc.	
	1.2.1.2	The bidder should have minimum Rupees. 19.7 Lakhs turnover during the year 2019-20 and average turnover of last 3 years (2017-18, 2018-19 & 2019-20) should be minimum Rs. 19.7 Lakhs from Inspection services within India only.	

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	<p>(ii) Experience of having successfully running/completed similar works during last 7 year ending Mar 2020, should be either of the following:</p> <p>(a) One similar running/completed works in each of the contract value 52.6 Lakhs or more Or</p> <p>(b) Two similar running/completed works in each of the contract value 32.9 lakhs or more. Or</p> <p>(c) Three similar running/completed works in each of the contract value 26.3 lakhs or more.</p>	
1.2.2	<p>1.2.2.1 For BHEL jobs the Bidder should have a team of minimum 10 (Ten) qualified and experienced persons in mechanical, electrical, Controls & Instrumentation and Metallurgy disciplines, engaged in inspection work in Engineering Industry as under: - Engineers (BE)-07 Nos., Diploma-03 Nos.</p> <p>1.2.2.2 75% of above manpower will be mechanical & 25% electrical.</p> <p>At least 40% of inspection personnel should have also Level II NDE</p> <p>Qualification in Radiography, Ultrasonic, Magnetic Particle and Dye Penetrant Test -for each bidder. Only Level II qualified person in respective NDT shall verify or witness the NDE test Report/ results.</p> <p>All Inspection personnel being offered to BHEL unit shall be regular employees or shall have at least three years of running contract with bidder. No consultant or Freelancer is allowed for BHEL Bhopal inspections</p>	
1.2.3	<p>Bidder shall submit the bio-data of all persons, engaged in inspection, including qualification duly verified by the bidder (Technical/ additional), experience, field of expertise and attested specimen signature at S.No 1.5.16 of "Particulars of Inspection Agency".</p> <p>The Bidder shall submit the bio data of the inspection engineers (refer 1.2.5) for approval by BHEL Bhopal Unit. Only BHEL Bhopal Unit approved Inspection engineers</p>	

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		<p>will be deputed for inspection. The approved list will be maintained by the bidder and addition/deletion will be informed to the BHEL Bhopal unit by the bidder. In case of termination/resignation of TPIA personal suitable replacement by selection of inspection personal as per cl.1.3.2 shall be made within 15 days by Bidder. Age of inspection engineers employed not to exceed 50 years.</p> <p>For critical items identified by BHEL Bhopal units (Reference clause....), BHEL Bhopal Unit may select inspectors from the already approved list.</p> <p>For inspection, Bidder shall ensure deployment of :</p> <ul style="list-style-type: none"> i) Metallurgical / Mechanical Engineer with NDT qualification for castings, forgings, bars, billets, blooms etc. ii) Electrical engineer for electrical items. iii) Instrumentation Engineer/ Electrical engineer for Instrumentation Controls and protections. iv) Mechanical Engineer for Mechanical items (fabrication, machining etc.) 	
1.2.4		All inspection personnel, engaged in inspection, should have at least following qualification and experience:	
	1.2.4.1(a) 1.2.4.1(b)	<p>Qualification: Graduation/diploma in Engg with min 60% of marks or first Class graduate degree.</p> <p>Experience:-</p> <p>BE: 4 years in inspection activity.</p> <p>Diploma: 6 years in inspection activity.</p> <p>The experience should be in Heavy Engg industries (Power equipment, Transportation equipment, Defence items etc.)</p> <p>Deployment of NTPC, PGCIL & NPCIL approved inspectors shall be preferable.</p>	
1.2.5	1.2.5.1	Each bidder shall also have one full time in charge (in addition to total inspection personal as per contract) to control/guide and co-ordinate with all related Product QCs and concerned and submit report as per contract requirements. AGE:- up to 65 (Sixty five) years. Qualification & Experience:- BE with minimum 10 (Ten) years Inspection experience.	
	1.2.5.2	All Inspection personnel being offered to BHEL unit shall be regular employees OR shall have at least three years of running contract with bidder. No consultant or Freelancer is allowed for BHEL Bhopal inspections.	
1.3	1.3.1	BHEL reserves the right to seek additional information to assess the capability and capacity of Third Party Inspection Agency during the currency of the contract.	
	1.3.2	BHEL shall verify the qualification and experience records	

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			<p>of all inspectors and in addition separate interview by BHEL official/committee will be conducted and the candidates qualifying in interview only will be finally accepted by BHEL for inspection work. Approval by BHEL shall not absolve the bidder of their responsibility for ensuring correctness of inspection and timely attending the calls. It will be responsibility of the bidder to ensure that suitable candidates are only employed for inspection of BHEL jobs.</p> <p>Thorough verification of qualification records, experience and knowledge shall be ensured by bidder. BHEL also reserved the right to seek additional information to assess the capability and capacity of Third party Inspection Agency during the currency of the contract.</p>	
1.4			No deviation shall be allowed in respect of minimum requirements stipulated in Clause 1.2. Any offer not meeting above requirements shall stand rejected.	

1.5			The bidder shall fill the format for "Particulars of Inspection Agency" given below.	
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Particulars of Inspection Agency				
1.5.1	Name of Company:			
1.5.2	Head Office:			
i)	Address:			
ii)	Phone No.:			Fax No.:
iii)	E-mail:			Website
1.5.3.	Chief Executive:			
i)	Name:			
ii)	Designation:			
iii)	Office Address:			
iv)	Phone No.:	Landline:	Mobile:	
v)	E-mail:			
vi)	Qualification			
vii)	Profile			
viii)	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	i)	Total No. of Persons:			
	ii)	No. of persons engaged in inspection			
	iii)	Total no. of branches			
1.5.6	Particulars of Branches: (Add separate sheet if required)				
	i)	Location:			
	ii)	Name of Branch Manager			
	iii)	Address:			
	iv)	Phone No:	Landline: Mobile:		
	v)	Fax No.:			
	vi)	Website:			
	vii)	E-mail:			
	viii)	Total No. of persons:			
	ix)	No. of persons engaged in inspection:			
1.5.7	Date of Incorporation/Registration:				
1.5.8	Turnover of the Company from inspection services for the last 3 years:		<u>Year</u>	<u>Turnover</u> (in Rs.Lakhs)	<u>Remarks</u>
			2017-18		
			2018-19		
			2019-20		
			<u>Average</u>		
1.5.9	Audited Annual Report for the last 3 years (to be enclosed)				
1.5.10	Income Tax Certificate 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 Registration No. (Please enclose relevant letter/ certificate)			
1.5.13	a	Whether Company is ISO/IEC 17020 certified:		Yes / No	
	b	If Yes, year of Certification			
	c	Certification Body			
1.5.14	Organisation : (Please enclose Organisation Chart)				
1.5.15	List of Clients during last five years:				
	Sl. No.	Client	Supplier(s)	Item(s)	P.O/ Contract No.
	1	2	3	4	5

1.5.16		i) Bio-data of all persons engaged in inspection:							
		Sl. No	Name	Technical Qualification	Additional Certification (NDT)	Experience in inspection		Specimen Signature (Attested)	Remarks
						No. of Years.	Field		
		1	2	3	4	5	6	7	
ii) Summary:									
PG/ Graduate Engineers									
Diploma Engineers:									
		TOTAL:							
1.5.17		Type of Services offered:							
1.5.18		Did you provide TPI services to any BHEL Unit/ Division?				Yes / No			
		If Yes, please give details.							
1.5.19		Whether any litigation/ Arbitration is pending:				Yes / No			
		If Yes, please give details.							
1.5.20		No deviation certificate (in the format enclosed- Annexure: VII):							
1.5.21		Information regarding banning , blacklisting from business (as per format enclosed- Annexure- VI)							
1.5.22		Any other information: (use additional sheet, if required)							

Signature of Authorized Person

Name:

Date:

Seal:

SECTION – II
GENERAL REQUIREMENTS

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2.8	INDICATIVE LIST OF ITEMS

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		GENERAL REQUIREMENTS
2.1	*	<p>Introduction: Bharat Heavy Electrical Limited (BHEL), a Maharatna Public Sector Undertaking, is one of the largest Engineering & Manufacturing organizations in Power generation, transmission, distribution, transportation and infrastructure industry Sectors occupying a predominant position in domestic as well as global map.</p> <p>As a strategic shift of focus to other segments of quality operations, BHEL BHOPAL proposes to empanel TPI Agency to partly share our endeavours for ensuring quality of inputs purchased by BHEL BHOPAL</p> <p>BHEL Bhopal is one of the oldest manufacturing unit of BHEL Corporation Manufacturing and supplying equipments for power generation, transmission & utilisation , controls for Indian Railways and Defence ONGC , State Electricity Boards , NTPC ,NPC, NHPC and various industries and Targeting Annual Turnover of 5000 + Crores in next two years. Further details of operations are as given below : BHEL Bhopal plant is manufacturing following Products and are of different ratings:</p> <p>Hydro Turbines, Hydro Generators, Steam Turbines, Heater & Condensers, and their related items, Electrical Machines and Motors of different ranges including Traction Motors ,Transformers CT, CVT , Bushings and Capacitors , Switchgears, Control gears and Rectifiers Ref Annexure -I. These products confirm to various Statutory code and latest National & International standards like IBR ,ASME . ASTM , DIN . DS , IS, ANSI , TEMA etc.</p> <p>BHEL Bhopal has local Ancillary base in and around Bhopal mainly at three locations – 1) Govindpura 2) Habibganj and 3) Mandideep (25 KM away) involving more than 250 industries. and is planning to subcontracted approximately Rs. 282.37 Crores (+/- Depending upon the market condition) during Fin. yr. 2020-21 & 2021-22 (2 Years). BHEL Bhopal is subcontracting for Fabrication, Machining, Electrical & Insulation items of various product groups to approve local industries. Also a sizeable portion of bought out items /purchase items consisting of mechanical , electrical , insulation and electroplating, raw material, hardware etc. Ordered on above industries and used in BHEL products. The criticality of inspection of items is summarised in Annexure -II.</p> <p>BHEL is organising their inspection activity during the manufacturing operation by its own staff and by engaging Third Party Inspection Agencies for sub-contracted items. BHEL has authorised agencies for NDT (to be deployed by industry) for carrying out NDT activity in industries in and around Bhopal. Inspection calls are booked by the industries through B 2 B system of BHEL Computer Network for QIX and TPIA (s) inspection on daily basis and are to be attended within</p>

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			<p>24 hours .The completion of the call is reckoned on the basis of Tax invoice/challan clearance based on SUPPLIER'S compliance of meeting inspection requirements given in the PO, drawing, specification, quality plans & customer witnesses wherever called upon. The quarter wise inspection calls made during yr. 2019-2020 are as summarized below:</p> <p>April to June= 3595 Nos., July to Sept= 3941 Nos., Oct.to Dec= 3797 Nos, Jan to March= 3000 Nos (Approx.) These calls include stage as well as Final inspection stage clearances.</p> <p>The bills of TPIA are submitted on monthly basis and payments are made as per company policy. The TPIAs activities are governed & subjected to various Govt. legislations and compliance of statutory requirements.</p> <p>The scope of work and other requirements are given in forthcoming sections.</p>
2.2	Following shall be included in the scope of work :		
2.2.1	Inspection of Bought -out and sub-contracted items ordered by BHEL Bhopal Units at location Govindpura, Habibganj & Mandideep (for indigenous and export contracts) at sub-contractor's works and testing laboratories. The inspection comprises of visual, dimensional, physical, functional, analytical, electrical, mechanical and non-destructive examination of large variety of items required for Hydro, Thermal, Nuclear Power Generation, Transmission, Distribution and Industry Sector. Expected estimated Annual Value of goods to be offered for inspection is approximately Rs. 282.37 Crores (+/- Depending upon the market condition) during Fin yr 2020–21 and 2021–22.		
2.2.2	Co-ordination with BHEL's Customers for joint inspection and clearance.		
2.2.3	The Inspection Agency shall have to attend inspection calls in and around Bhopal at suppliers/ sub-suppliers works and Testing Laboratories. An Indicative list of places is given at 2.7 for reference.		
2.2.4	An indicative list of items / materials, which are normally inspected, is given as Annexure -II.		
2.2.5	Exact scope of work shall be defined by BHEL ASC & Quality Departments through its Purchase Order on subcontractors, Drawings, Quality Plan, Quality Control procedures, specifications, checklists, Workers Qualifications etc.		
2.2.6	*	Inspection call: Inspection calls shall be booked by sub contractors using BHEL Bhopal B2B Website under Ancillary Call Booking System The components inspected and found satisfactory shall be accepted by signing the supplier's observation report / challan.	
2.2.7	*	Inspection Documents: The copy of Purchase Order and applicable documents like Quality Plan, Approved Drawing, Datasheet, Purchase Specification, checklist etc. shall be provided by sub-contractor's works before inspection. Inspection shall be carried out based on the above inspection documents provided.	

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	2.2.8	Coordination with BHEL customer:
	2.2.8.1	Coordination with Customer shall be done by the inspection agency for arranging joint inspection and obtaining Customer Hold Point (CHP) clearance and Material Dispatch clearance certificate (MDCC)
	2.2.8.2.	In case, customer inspection is required after BHEL inspection, the inspection agency shall carry inspection on behalf of BHEL before offering to the customer. Further coordination will be done by Inspection Agency till receipt of CHP/ MDCC.
	2.2.9	Time for attending inspection call:
	2.2.9.1	<p>a) The inspection call shall be attended within 24 hours from the date of receipt of call. Calls not attended within 24 hours will be viewed seriously and repeated failures may lead to cancellation of contract. In emergencies / exceptional cases, TPIA's have to provide the services at short notice, in extended working hours, Sundays, Holidays and in odd hours also. TPIA's have to arrange their own transporting arrangements to reach the sub-contractor's works for inspection. Residence of TPIA inspectors shall be within 10 kms for easy accessibility.</p> <p>b) All inspection calls booked up to 10 AM on a day must be inspected on the same day. Any inspection call booked after 10 AM shall be accounted in next day call. However urgent / critical inspections shall be carried out as per BHEL's requirements. Pending calls from previous delay shall be inspected first. Priority given by QIX –BHEL to meet production urgencies shall be given preference.</p> <p>The local head of the inspection agency shall regularly discuss with QIX Head / Rep. about the no. and nature of inspection calls booked and inspectors being deployed.</p> <p>c) Inspection Agency may be required to work after 5 PM or on Sundays or holidays, depending upon the urgency of jobs / pending inspection calls.</p> <p>d) BHEL reserve the right to undertake day to day supervision of the Inspection work of Inspection Agencies at BHEL's option. Inspection Agencies must not have any objection to it.</p>
	2.2.9.2	If the proposed date / time in the inspection call provide a notice in advance, the inspection shall be attended on the proposed date/ time.
	2.2.9.3	In case of joint inspection with customer/designated agency, the inspection shall be carried out on mutually agreed date and the date given by customer shall prevail
	2.2.10	Inspection Methodology: Inspection shall be carried out as per provision of BHEL Order on sub-contractors, Drawings, Quality Plan, Quality Control procedures, specifications, checklists, painting schemes etc.
	2.2.10.1	The stage inspection shall be done, if called for in Quality Plan, PO or any other applicable document at the works of sub-contractor or Testing Laboratory
	2.2.10.2	The sub-contractor's works shall provide all necessary facilities for carrying out inspection, measurements and testing. TPIA shall verify any requirement of special jigs, fixtures, tools, gauges for inspection

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		mentioned in the applicable documents for inspection and ensure use of same.
	2.2.10.3	The sub-contractors shall ensure safe working condition during inspection. The TPIA should satisfy themselves for adequate safety. BHEL shall not be responsible for any loss/ damage on this account. TPIA has to perform the Inspection activities with the existing facilities at sub-contractor's works and no additional facility can be provided.
	2.2.10.4	The TPIA shall ensure use of calibrated measuring instruments and equipments while inspection.
	2.2.10.5	<p>The TPIA shall:</p> <ul style="list-style-type: none"> i) Ensure Strict adherence to the Quality Plans, Specifications, Drawings, PO and general instructions given by BHEL Quality department from time to time. ii) Verify and ensure the availability of Qualification procedures for equipment, process & personnel for special Processes like welding, Heat Treatment, brazing, NDE, painting & metal coating etc. and wherever necessary conduct personnel qualification test, procedure qualification test, review of qualification records and surveillance audit check in connection with processes like welding, heat treatment, painting etc. as specified in BHEL documents. Also, the consumables used in welding, NDE and painting etc. shall be checked & recorded. iii) Verify Supplier's internal QC records. iv) Verify Compliance with process parameters as per Quality Plan or applicable document. v) Ensure Material Test Certificate, their make & traceability records to ensure use of correct material. Carry out inspection activities such as material identification, stamp transfers, In-Process inspection including fit-ups, Witness while Non destructive examination as applicable, final inspection and documentation as specified in quality documents. Witness pressure and leak tests, functional tests or any other tests given in drawings and specifications. Carry out final visual & overall dimensional examination, as per relevant BHEL drgs/ standards vi) Ensure Type- test certificate or any special certificate called for in the PO. vii) Review/Witness and endorse necessary sub-contractor's records including material TCs & checklists, intermediate/final inspection checklist, NDT/other test reports, log sheets and observation sheets as per agreed formats. In the dimension report the dimensions checked/ witnessed by TPIA shall be (Clearly mentioned).encircled and marked 'W'. viii) BHEL will furnish manufacturing drawings and related Quality work Instructions to the away centre Sub-contractors. Raw material for the products to be manufactured will be procured by the respective Away centre fabrication vendors from the BHEL approved material suppliers as per conditions laid down by BHEL. The same shall be inspected and cleared by BHEL/QC based on physical verification by the TPIA and audit check by BHEL as

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			<p>required</p> <p>ix) Clearance of inspection on supplier's Tax invoice/challan. In case of process/ product non – conformance, TPIA shall raise Non conformative report under information to Supplier and QIX BHEL Bhopal, In case of acceptance of process/ product not-conforming to the P.O/ drawing/ spec. Requirements or partial inspection to be carried out, the challan shall carry suitable remarks referring to written/ email acceptance/ instructions from concerned BHEL executives in agreed format.</p> <p>x) Execute and provide quality services in a professional manner & commensurate with the available facilities. They also shall educate and guide the vendor for proper process control.</p>
		2.2.10.6	In case of non-conformance or ambiguity between Purchase specification, Approved Drg, Data Sheet, Quality Plan etc., inspection agency shall report Non-Conformance on the date of inspection itself and intimate the QIX BHEL Bhopal
		2.2.10.7	Inspection shall be treated as "Complete" only when final inspection report 'for acceptance' is issued after completing all stages of inspection.
		2.2.10.8	The accepted items shall be identified with seal and reference of seal given in the Inspection Report (IR)/ Green stickers duly filled by inspector. Location of seal/Green sticker shall be mentioned in the Inspection report.
	2.2.11	*	<p>Inspection Job clearance:</p> <p>a) After completion of inspection TPIA inspectors shall submit their inspection reports (all documents as per P.O./drg) to TPIA In-charge for examine and if it found acceptable same shall be submitted to QIX along with the inspection sheet as per annexure – IX.</p> <p>Local Incharge of TPIA shall issue MDCC as per QIX format after review/Scrutiny of documents.</p> <p>The MDCC shall be checked on surveillance basis by QIX for correctness.</p> <p>b) After issuance of MDCC, the Inspection Agency shall clear the Supplier's Tax invoice/challan (after verification of documents stated in CHALLAN index sheet Ref para 2.2.11.2) by signing and putting their identification stamp if job conforms to drg & other related specification issue within 24 hours.</p> <p>c) Scanning of Inspection Record :</p> <p>Subsequently Scanning of signed Tax invoice/Challan of supplier along with records enclosed as per index sheet and uploading on BHEL Bhopal Unit server within three days from Inspection date shall be done by the TPIA without any additional charges. The working level details of BHEL Bhopal Unit level server shall be informed to the Inspection Agency.</p>
	*	2.2.11.2	<p>The Supplier's challan to be enclosed with Index sheet Annexure –III indicating of records annexed which are as applicable.</p> <p>It shall be ensured that all records of verification and inspection are enclosed with challan.</p> <p>The supplier's challan will have following minimum information.-</p> <ol style="list-style-type: none"> 1. Inspection call No. and Date

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			2. Sub contractor Name, Challan No. & Date 3. Purchase Order No. and item no. 4. Description of items 5. Date of completion of inspections 6. Drg. No. item No. Rev. No. Variant No. 7. Quantity accepted 8. Deviation / Concession, if any 9. CHP / MDCC No. (if applicable) 10. Details of short supplies along with quantity (Specify authority letter reference) 11. Details of loose items supplied along with quantity 12. Any other relevant information 13. Name & Signature of sub contractor 14. Enclosure as per index sheet
	*	2.2.11.3	The TPIA shall ensure that original signed supplier's Tax invoice/challan and all inspection records are submitted by supplier to the BHEL within 3 days from the date of final inspection.
		2.2.11.4	The TPIA's shall evaluate the quality performance of the Sub-Contractors as per the relevant guidelines issued by BHEL Bhopal and submit report to QIX BHEL Bhopal on critical observations. Gross inadequacies shall be brought to the notice of QIX BHEL Bhopal immediately for necessary follow up action
		2.2.11.5	Monthly Status Report: The inspection agency shall submit the monthly status report to QIX BHEL Bhopal indicating the details of inspection carried out, value of inspected items (Monthly + Cumulative), inspection charges, time taken to attend the call/ issue of report and pending inspection calls.
		2.2.11.6	The Inspection Agency shall furnish any other report as agreed mutually with the QIX BHEL Bhopal without any additional charges.
		2.2.11.7	Feedback Analysis: The inspection agency shall analyse the feedback/PMIRs given by QIX BHEL Bhopal, user or customer. The report of analysis and proposed corrective / preventive actions shall be given to QIX BHEL Bhopal within 7 days. No additional charges would be payable for this activity.
		2.2.11.8	Record Keeping: The TPIA shall retain the inspection record for a period of 2 years after inspection depending upon the contract period. BHEL related Inspection Records shall be maintained separately by Inspection Agencies as per the prescribed format and Daily Inspection Reports to be sent to QIX BHEL Bhopal.
		2.2.11.9	Workload fluctuation is cyclic from month to month, maximum depending upon the availability of raw materials. It is therefore requested that this cyclic nature of work load should be kept in mind while arranging inspection against this contract
2.3			Assignment
	2.3.1		The inspection agency shall not off-load either full or part of the work, assigned by QIX BHEL Bhopal.
	2.3.2		The information regarding addition / deletion status of manpower shall be furnished to QIX BHEL units every month. Additional manpower shall

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		be meet requirement of clauses 1.2.5, 1.2.6, 1.2.7 & 1.2.8.
	2.3.3	If in more than three times within a period of 3 months major inspection lapses observed in an individual inspection then BHEL will have the right to recommend for termination with immediate effect of concerned inspector and shall be implemented by TPIA. No fresh allocation of inspection call will be allocated to the concerned inspector.
2.4		<u>Penalty:</u>
	2.4.1	<p>Deduction from monthly Bill of TPIA due to absence of man-hour</p> <p>In following condition and with reference of Monthly working Man-hour, proper deduction as per given formula shall be done from monthly bill of TPIA submitted to QIX.</p> <p>(a) After getting all Annual leave as declared by TPIA to their Employees, if any inspection personal takes a leave, then their official working hours of entire day or days shall be count as absent man-hour and accordingly suitable deduction as per given formula shall be done from TPIA monthly bill.</p> <p>(b) In case of termination/resignation of TPIA personal suitable replacement by selection of inspection personal as per cl.1.3.2 shall be made within 15 days by Bidder. If suitable replacement is not done within 15 days then suitable deduction as per given formula for the absent man hour days shall be done from TPIA monthly bill.</p> <p><u>Formula for Deduction</u></p> <p>Month wise Deduction from Bill</p> $= \left[A - \left(\frac{B}{C} \times A \right) \right] \times 1.5$ <p>A = Month Bill Amount B = Sum of actual Official Working hours of TPIA QC persons in month C = Total Official working hours in month D = Nos. of TPIA QC person</p> <p>If share of workload will be divided between two agencies in 60:40 ratio then : For L1 Bidder D = 06, for B maximum nos. of TPIA QC persons shall be 06.</p> <p>For L2 Bidder D = 04, for B maximum nos. of TPIA QC persons shall</p>

Clause Nos.		Contents									
		<p>be 04.</p> <p>If total share of workload will be awarded to L1 bidder then :</p> <p>For L1 Bidder D = 10, for B maximum nos. of TPIA QC persons shall be 10.</p> <p>If share of workload will be divided between two agencies in 50:50 ratio then:</p> <p>For L1 & L2 Bidder D = 05, for B maximum nos. of TPIA QC persons shall be 05.</p> <p>Note:</p> <p>(A) In this clause Official Working hours of TPIA persons per day shall Be 8 hours. Work done after 5 pm or in holiday by TPIA personal shall not be counted and late working hours permission is to be Approved by TPIA head and information to be provided to QIX.</p> <p>(B) As per this clause each Bidder shall submit their Proposed Annual Leave of TPIA QC personal to QIX.</p>									
	2.4.2	<p>Discrepancy in Inspection (DI): If any discrepancy is found during checking /audit of inspected items received at Manufacturing Unit/Site or feedback recd from customer on dimension, aesthetic appearance, mismatching or malfunctioning etc. (during use in the Shop, Erection, Testing or Commissioning) & / or records and it is established that the discrepancy is on account of inaccurate / inadequate inspection, the inspection charges of the concerned item shall be deducted as specified in the following table from pending bills and /or security deposit amounts.</p> <table border="1"> <thead> <tr> <th>GRADE</th> <th>QUALITY LAPSES ATTRIBUTABLE TO INSPECTION AGENCY DUE TO INSPECTION ERROR</th> <th>PENALTY</th> </tr> </thead> <tbody> <tr> <td>C1</td> <td>Items requiring concession / resolution on PMIR at BHEL works involving no rework.</td> <td>50% of Inspection charges for the Item shall be deducted</td> </tr> <tr> <td>C2</td> <td>Items requiring rework either in BHEL/ Supplier or at site</td> <td>100% of inspection charges for the item</td> </tr> </tbody> </table>	GRADE	QUALITY LAPSES ATTRIBUTABLE TO INSPECTION AGENCY DUE TO INSPECTION ERROR	PENALTY	C1	Items requiring concession / resolution on PMIR at BHEL works involving no rework.	50% of Inspection charges for the Item shall be deducted	C2	Items requiring rework either in BHEL/ Supplier or at site	100% of inspection charges for the item
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Clause Nos.			Contents		
			C3	Items allowed for dispatch to BHEL without getting stages / final clearance from BHEL's customer Inspn . Agencies where ever required	shall be deducted 100% inspection charges shall be deducted
			C4	Items rejected by BHEL or its customer	200% of Inspection charges for the item shall be deducted
	2.4.3		<p>Delay In Inspection: <u>Response to inspection request (RIR):</u> If inspection calls are not attended within prescribed time (as per clause 2.2.9), a deduction of 1.0% of inspection charges of offered goods for per day delay or Rs 100/- (whichever is higher) up to 5 days delay shall be made. If the delay is more than 5 days, the deduction shall be @ 2.0% of inspection charges of offered goods for per day delay or Rs 100/- (whichever is higher) for the total delay inclusive of initial delay period. The penalty shall be deducted from pending bills and /or security deposit amounts.</p>		
2.5			EFFECTIVENESS OF THIRD PARTY INSPECTION		
	2.5.1		<p>The effectiveness/performance monitoring and efficiency of any third party inspection agency will be measured by the following parameters:</p> <ol style="list-style-type: none"> Response to Inspection request (RIR), for each call. Response time to issue inspection reports (RTR) i.e. Time taken to issue the Inspection report, for each call. Discrepancy in Inspection (DI), for each call. 		
	2.5.1.1		<p>Response to Inspection Request (RIR=x) The normal time to attend the inspection call is 01 working days after receipt of call in the office</p> <p>RIR for each call (X) = No. of days delayed after prescribed time i.e. 1 days</p> <p>RIR will carry the weightage of 20%</p>		
	2.5.1.2		<p>Response time to issue inspection report (RTR=y) The inspection report should be furnished to User Unit within 01 working day after completion of inspection. RTR will be measured as:</p> <p>RTR for each call (y) = No. of days delayed after one day to issue the</p>		

Clause Nos.		Contents																								
		Report RTR will carry a the weightage of 10%																								
	2.5.1.3	<p><u>Discrepancy in Inspection (DI=z)</u></p> <p>The discrepancy in Inspection will be decided/ measured by the feedback / rejection at the customer' end. The customer in this would be BHEL's Units or BHEL's customer (s)</p> <p>Severity rating of each call will be given by BHEL Purchasing division after the inspection of product by TPIA (based on discrepancy in product, if occurred after cleared by TPIA)</p> <p>The weightage of DI will be 70%</p>																								
	2.5.1.3.1	<p>Severity Rating are as follows :</p> <table border="1"> <thead> <tr> <th>Type of Discrepancies noticed after Inspection</th> <th>Severity Rating (Z)</th> </tr> </thead> <tbody> <tr> <td>Unethical of Inspected Product at MUs/Sites</td> <td>10</td> </tr> <tr> <td>Rejection of Inspected Product at MUs/Sites</td> <td>9</td> </tr> <tr> <td>NC-Accepted as NO OPTION basis</td> <td>8</td> </tr> <tr> <td>NC-Accepted after Repair at Vendor works</td> <td>7</td> </tr> <tr> <td>NC-Accepted after Rework at Vendor works</td> <td>6</td> </tr> <tr> <td>NC-Accepted with Change in Matching Component</td> <td>5</td> </tr> <tr> <td>NC-Accepted with Repair at MU/Sites</td> <td>4</td> </tr> <tr> <td>NC-Accepted with Rework at MU/Sites</td> <td>3</td> </tr> <tr> <td>Minor NC-Accepted as it is</td> <td>2</td> </tr> <tr> <td>No NC-but Inspection not comprehensive OR Deployment of unapproved/non-competent Inspection Engineers</td> <td>1</td> </tr> <tr> <td>No Discrepancy</td> <td>0</td> </tr> </tbody> </table> <p>NC means Non-Conformance</p> <p>MU means Manufacturing Units of BHEL</p> <p>Definition of Rework and Repair from the ISO 9000</p> <p>Rework – action on a nonconforming product to make it conform to the requirements.</p> <p>Repair – action on a nonconforming product to make it acceptable for the intended use</p>	Type of Discrepancies noticed after Inspection	Severity Rating (Z)	Unethical of Inspected Product at MUs/Sites	10	Rejection of Inspected Product at MUs/Sites	9	NC-Accepted as NO OPTION basis	8	NC-Accepted after Repair at Vendor works	7	NC-Accepted after Rework at Vendor works	6	NC-Accepted with Change in Matching Component	5	NC-Accepted with Repair at MU/Sites	4	NC-Accepted with Rework at MU/Sites	3	Minor NC-Accepted as it is	2	No NC-but Inspection not comprehensive OR Deployment of unapproved/non-competent Inspection Engineers	1	No Discrepancy	0
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No Discrepancy	0																									

Clause Nos.		Contents
		<p>NOTE 1 : Repair includes remedial action taken on a previously conforming product to restore it for use, for example as part of maintenance.</p> <p>NOTE 2 : Unlike rework, repair can affect or change parts of the nonconforming product.</p>
	2.5.1.4	<p>5.2 PERFORMANCE RATING</p>
	2.5.1.4.1	<p>Performance rating per Challan (CPR) for each call</p> $CPR = 100 - 2x - y - 7z$
	2.5.1.4.2	<p>Overall Performance rating (OPR) for a period will be calculated as</p> $OPR = \frac{\sum\{(CPR)^*(PO \text{ Value of Call})\}}{\sum (PO \text{ Value of Calls})}$
	2.5.1.4.3	<p>Efficiency of Calls inspected (%)</p> $= \frac{\text{No. of calls inspected within 01 working days after receipt of call}}{\text{Total Number of calls within period}}$
	2.5.5.6	<p>Efficiency of Report generated (%)</p> $= \frac{\text{No. of call for which reports generated within 01 days of completion of inspection}}{\text{Total Number of calls within period}}$

Clause Nos.		Contents
	2.5.2	<p>PERRFORMANCE RATING OF TPIA WILL BE MONITORED AND COMPILED EVERY MONTH USER UNIT WISE</p> <p>QIX will compile performance rating on monthly basis (OPRm) Quarterly basis (OPRq) and Cumulative basis (OPRc) and this will be discussed during TPIA Coordinators meet/Quality Meet for any improvement in performance.</p>

Example:

Total Number of Challan cleared by TPIA User Unit after entering severity rating in January month for product inspected by " ABC TPIA Agency" for BHEL Bhopal Unit= 4

a) For Challan no.1, PO Value = Rs. 1,000

-No. of days delayed after prescribed time (x) =1

-No of days delayed after one day to issue the report (y) = 0, which means Inspector has issue report within one days of Inspection

-Discrepancy in Inspection (z) =0, which means NO DISCREPANCY was found in Product Inspected

$$CPR= 100- (2*1) - (1*0) - (7*0)$$

98

b)

For Challan No 2, PO Value = 2,000

-No. of days delayed after prescribed time (x) = 2

-No of days delayed after one days to issue the report (y) = 0, which means Inspector has issue report within one day of Inspection

-Discrepancy in Inspection (z) = 1, which means DEPLOYMENT OF UNAPPROVED/COMPETEDNT INSPECTION ENGINEERS

$$CPR = 100- (2*2) - (1*0) - (7*1)$$

89

C) For Challan No. 3, PO Value = Rs. 20,000

- No. of days delayed after prescribed time (x) = 0

-No of days delayed after one day to issue the report (y) =1, which means Inspector has issue report on 2nd day, ie 1 day delay after one days

-Discrepancy in Inspection (z) = 4 which NC-ACCEPTED WITH REPAIR AT MU/SITE

$$CPR = 100-(2*0) - (1*1) - (7*4)$$

71

D) For Challan No. 4, PO Value = Rs. 50,000

No. of days delayed after prescribed time (x) = 7

-No of days delayed after one days to issue the report (y) = 1, which means

Inspector has issue report on 2nd day, ie 1 day, ie 1 day delay after 1 day of Inspection

-Discrepancy in Inspection (z) = 0, which means NO DISCRREPANY was found in Product Inspected

$$CPR = 100- (2*7) - (1*1) - (7*0)$$

85

OPR of BHEL bhopal Unit of ABC TPIA for Month of January

Clause Nos.	Contents
= $\sum \{ (\text{CPR}) * (\text{PO Value of Call}) \}$	
$\sum (\text{PO Value of Calls})$	
= $(98*1,000) + (89*2,000) + (71*20,000) + (85*50,000)$	= 59,46,000
1,000+2,000+20,000+50,000	73,000
=81	
	For the Month of January
	OPR=81

	2.5.2.1	<p>The performance of TPIAs shall be monitored on aspects of response time to attend the call, timely submission of inspection report, deficiency in inspection and reporting from BHEL units/ sites, feedback of suppliers, Surveillance/Audit by BHEL unit, feedback from Customers and also feedback on indulgence in unethical practices or questionable integrity. The performance of inspectors will be monitored continuously by BHEL and performance rating will be communicated to TPIA separately. In case of unsatisfactory performance, TPIAs are expected to take appropriate time bound corrective actions to improve the quality of service and feed back shall be given to BHEL on the corrective actions taken.</p>
	2.5.3	<p><u>Reduction in share of Business/cancellation on the basis of overall performance based on clause 2.5:</u></p> <p>Overall Performance Rating OPR will be monitored by QIX Unit every month and if the OPR is found consistently low and less than 80 for a month which is unsatisfactory. The concerned user unit shall make an action plan with concerned TPIA to improve the effectiveness.</p> <p>Monthly Efficiency of calls inspected of Efficiency of reports generated should not be less than 95%</p> <p>If inspection calls are not attended within prescribed time then penalty will be deducted as per clause No 2.4.3</p> <p>However in any case both the efficiencies should not be less than 95% if at any time they are found less than 95% then User Unit will make an action plan with TPIA to improve these both parameters up to 95% and above.</p> <p>NOTE:</p> <ul style="list-style-type: none"> (i) If any TPIA agency gets unsatisfactory rating i.e. OPR less than 80 for a month QIX will issue an advice letter to the concerned TPIA. (ii) If TPIA is issued advisory letter thrice by BHEL (QIX) during contract period, then the business of the TPIA will be reduced by

Clause Nos.			Contents
			<p>25%.</p> <p>(iii) Three cases as per note (ii) during contract period lead to cancellation of contract.</p> <p>In case of reduction of 25% business share/ cancellation of contract of any bidder, as given above, the portion of share removed will be distributed among the remaining bidders proportionate to the initial distribution</p>
	2.5.3.1		BHEL may conduct the audit/ investigation at supplier's work/ inspection agency as deemed necessary.
2.6			BHEL reserves the right to add, delete or modify above general requirements.
2.7	*		<p style="text-align: center;"><u>LIST OF PLACES IN AND AROUND BHEL BHOPAL</u></p> <p style="text-align: center;">(1) GOVINDPURA, BHOPAL (2) HABIBGANJ , BHOPAL (3) MANDIDEEP, BHOPAL</p>
2.8	*		List of items (indicative) Please see Annexure - II
2.9			Contract Period: Max two years with provision for extension by one more year with no change in terms and conditions.
2.10			Payment terms : To be expressed in % of Purchase Order Value in Rupees.
2.11			Two TPIAs will be empanelled for award of contract sharing the workload in ratio of 60:40.
2.12			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, and employees and financial to the TPIA. Such information shall be considered as confidential. The TPIA shall 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.

ANNEXURE – I**Broad information about the products, product application / ranges and some major customers of BHEL Bhopal.**

Products	Application / Range	Major customers
Hydro turbine sets & auxiliaries	5 MW – 250 MW	NHPC, SEBs, IPPs, NEEPCO, KPCL etc.
Nuclear turbine sets & auxiliaries	Upto 236 MW	NPCIL
Steam Turbine sets & auxiliaries	Upto 250 MW	SEB's, etc.
Heat Exchangers	Upto 500 MW	SEBs, IPPs, Refineries, etc.
Pressure Vessels e.g. Tanks , RE Joints, Misc. Tanks.	Upto 800 MW	SEBs, IPPs, Refineries, etc.
Condensers	Upto 500 MW	SEBs, etc.
Moisture Separator Reheater	Upto 500 MW	NPCIL
A.C. Motors	150 KW – 20 MW	NTPC, NHPC, NPC, Miscellaneous industries etc.
Power Transformers	Upto 600 MVA (400KV)	NTPC, PGCIL, SEBs, NEEPCO etc.
Shunt Reactors	400 KV	PGCIL, SEBs, etc.
Switchgear	Indoor 36 KV & Outdoor upto 36 KV	NTPC, PGCIL, SEBs, misc. Industries etc.
Controlgear	For Power and industrial applications	NTPC, SEBs, Misc Industries etc.
Rectifiers	For traction, industrial and power plant applications	NTPC, PGCIL, SEBs, Railways, Misc. Industries etc.
On Load Tap Changers	Type M & type V	Misc. Industries etc.
Capacitors, CVTs & CTs	400 KV	NTPC, PGCIL, SEBs, etc.
Bushings	25KV – 420 KV	NTPC, PGCIL, SEBs, Miscellaneous Industries etc.
Traction machines & Controlgears	AC & DC Traction system	Indian Railways

Note : Inspection Agencies may need to cover any additional product items of any other customers also as per BHEL requirement.

Annexure – II**CRITICALITY OF MAJOR SUB-CONTRACTED ITEMS FROM ANCILLARIES**

Sl.No	Manufacturing Process	Criticality of inspection / Process	Items
1	Fabrication Work	1-Measurement of large dimensions & geometric features 2-Soundness of joints (NDT) 3-Distortion 4-Profile Check 5-Water /oil passage smoothness 6-Process defects 7-Surface preparation/ shot blasting 8-Aesthetic appearance 9-Leakage/hyd test 10- Nozzle orientation of flash / Miscellaneous tanks. 11- Packing of pipes 12- Visual defects 13- Painting 14- Layout inspection 15- WPS/PQR/Welder Qualification 16- Applicable code knowledge 17- Welding process and NDT knowledge	1-Top cover 2-Runner envelop 3-Runner 4-Pivot ring 5-Stay ring 6-D T Liner 7-D T Cone 8-Distributor segment. 9-Motor/Gen Stator .frame, shaft 10-CT/VT tanks 11-Clean/dirty oil and flash tanks 12-RE joints 13-Trfr tanks 14-Conservators 15-End frames 16-Tie rods 17-Pipe works for all products 18- Top Bracket

		19- Bottom Bracket 20- Oil Rig, PCR & Power Pack Housing 21- Switchgear, Controlgear Panels 22-Cable Tray Boxes 23-Turrets of Transformer 24-Pressure receiver 25-Fabricated diaphragm 26-LP Cylinder 27-Innner Outer casing 27-LP Casing 28-Padestal 29-Fabricated Guide Vanes 30-Header Pipe of Radiator 31- Terminal Boxes
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2	Machining	1-Concentricity of holes 2-Centre height 3-Finish 4-Hole positions 5-Threading locations 6-Items locations 7-Close tolerance items for Inter changeability 8- Profile 9-Parallism/ perpendicularity 10-Bore Dia 11-Bearing Seating Dia 12-Foundation Bolt Dia 13-PCD of Holes	1-Motor St.frames 2-Gen St.frames 3-All traction machining items 4- Steam Turbine Blades 5- Shaft of Switchgear application 6- TCGR items of SCR 7- Sealing Ring (STM) 8- End Shields 9-Shaft M/cing 10- Steam Turbine Precision components
3	Insulation	1-Profile checking by special measurement 2-Witnessing of Electrical tests at supplier end as per specs / drawings 3-Size 4-Finish 5-Packing	1-All types of Slot wedges of motors/Gen stators 2-All insulating items of Electrical Machines 3-Trfr insulations items 4- Insulation Caps of all types (Generator)
4	Hardwares	1Material test for properties 2- Special Hardware 3 Class of hardwares /	Hardwares for all the products

		4-Protective coating 5- safety considerations	
5	Plating	1- Process variation 2-Plating thickness, hardness and adhesion tests 3-Instrument validation	All Silver plated items with thickness more than 5 microns
6	Galvanising	1- Surface preparation for defect elimination 2- Process variations 3- Coating Thickness, Hardness and Adhesion tests	1- CT /VT Tanks 2- Structure
7	Moulding	1-Aesthetics 2- Dimension 3- Material quality	Air Guide
8	Pressed items	1- Profile 2- Dimension	1-Air Guide 2- Fans 3- Lever of Switchgear
9	Assy	1-Functioning Test 2 Itemisation	1- Governor Assy HMC) 2- Slip Ring Assy
10	Casting	1- Profile Check 2- Dimensional check 3- Visual Check 4- NDT	1- Runner (Hydro) 2- Motors Frames (Traction Motors) 3- Guide Vanes (Hydro) 4- Sleeve Bearing
11	Laminations cutting	1-Dimension	Punchings of Motors / Generators ,transformers

		2-Burr 3-Burr rectification	
12	Coils making and insulation	1-Dimension 2-Electrical test	Motor Coils
13	High precision machining	Close tolerances	Tools, Jigs, Fixtures, Gauges, Templates, Barring Gears

Note : It is to be checked that in case of all plate materials used in manufacture of the job is to be from BHEL / Customer approved Vendors and the identification of the plate material is to be correlated with the Supplier TC and the same identification is to be transferred on the component made from it

ANEXURE -III

BHARAT HEAVY ELECTRICALS LIMITED – BHOPAL
QUALITY CONTROL – ANCILLARY
CHALLAN INDEX SHEET

QIX/FAB/IS

SUB CONTRACTOR - -----

P.O. NO. ----- DATE -----

CHALLAN NO. ----- DATE -----

ITEM ----- DRG NO. ----- REV NO. -----

PROJECT - -----

SL. NO.	RECORD DESCRIPTION	PAGE NO.		REMARKS
		FROM	TO	
1	Record of material used (BOM)			
2	Copies of Material TCs			
3	Record of transferred material from another PO, if any			
4	Fitup record of joints			
5	Dimension record before S/R			
6	S/R record			
7	Dimension record after S/R			
8	NDT summary sheet			
9	NDT records			
10	Air /Hyd /Vaccum / Kerosene test records			
11	Painting record			
12	CHP clearance			
13	Record of conc/devn			
14	Any letter from indentor (engg/ plg/ product QC fro waival /stage to be completed in BHEL			
15	Confirmation of latest r4v. of Drg / MID etc.			
16	Check sheet/log sheet of trfr ta k & accessories			
17	Copy of PO/ Drg with hand written changes pending amdt / rev			
18	Any other record			
19	QP index sheet			
20	Copies of WPS /PQR , if required			
21	Location of identification by hard punch encircled by white paint			

Note : Abbv : NA : Not applicable

SECTION - III

GENERAL TERMS AND CONDITIONS

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2	Earnest Money Deposit
3	Validity of contract
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14	Security/Deposit
11	Insurance
12	Force Majeure
16	Taxes and Duties
19	Late Bids
21	Additional requirements
21.3	Statutory compliance
21.4	Govt. taxes
21.6	Billing
21.7	Terms of payments
21.8	Penalty
22	Arbitration
23	Jurisdiction

SECTION - III

GENERAL TERMS AND CONDITIONS OF ENQUIRY

- 1 **BID** - The offers against the enquiry shall be submitted in two parts. The first part called 'BID Part -I' of the bid, shall consist of information to assess the capability of the INSPECTION AGENCIES to undertake local ancillary inspection work, from the technical and infra-structural point of view, and to see that the party shall be complying with all our technical and commercial conditions of the enquiry. The suppliers have to submit their data/ document as per Annexure -2 (includes Annexure 2A & 2B). This 'Techno-commercial' part of the bid has to be un-priced and any indication of price therein shall lead to rejection of the offer. The second part called 'BID Part-II' of the bid shall consist of 'Price Bid' in Annexure VIII. INSPECTION AGENCIES shall submit their Price Bid as per Annexure VIII only. Submission of price bid in other than the given format (Annexure VIII) shall not be acceptable and it shall lead to rejection of the offer.
- 1.1 The INSPECTION AGENCIES shall submit BID Part-I and BID Part -II of their bids in two different sealed envelopes duly superscribing Enquiry No. and Part No. of the bid. These two parts of the bid shall be kept together in a third envelope superscribing Enquiry No., due date and time of opening as indicated in the tender documents.
- 1.2 BID Part I of the bid alone shall be opened on the due date in presence of the Bidders in the first instance. This part of the bid shall be examined to assess capability of the INSPECTION AGENCIES who are considered capable by BHEL for undertaking this job. Such INSPECTION AGENCIES shall be advised the date and time of opening of Part II i.e. price part of their bids. INSPECTION AGENCIES must carefully go through all the instructions and conditions before filling in Part II of the bid.
- 1.3 The Bid document is to be downloaded from BHEL website specified in the open tender advertisement and to be used as it is for preparation of offer. **The tenderer is also to sign and duly put their stamp on each page of the Offer** to indicate that all conditions in the page are accepted.
- 1.4 Tenders not complying with the above and other requirements of the tender shall be liable for rejection. The Bidders are therefore advised to read all the documents carefully before submission of bids and ensure fulfilment of all the technical and commercial parameters.
- 1.5 It must be clearly understood that the order concluded pursuant to this tender enquiry shall be governed by the terms and conditions of the enquiry as given in the section I, II & III. No deviation from the conditions is permitted
- 1.6 No over-writing in any of the Annexure of Part I or Part II is permitted. Corrections in the bid should normally be avoided. In case, however, these become essential, bidder shall score out the incorrect information with one line and put the correct information duly endorsing each correction with his signatures.
- 1.7 The validity of the quotation shall be kept as 90 days from the date of opening of price bid.

- 1.8 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.
- 1.9 **Notwithstanding anything stated above 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.**

2 **Earnest Money Deposit**

Earnest Money Deposit will be as specified below-

- 2.1 Earnest Money Deposit (E.M.D).
Earnest Money of Rs. **1,11,143/-** is to be paid by the tenderer and the copy of the deposit to be annexed to the offer before submission.

The EMD may be deposited only in the following forms:

- (i) Electronic Fund Transfer credited in BHEL account (before tender Opening)
- 2.2 EMD by the Tenderer will be forfeited if –
 - (i) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
 - (ii) The tenderer does not commence the work within the period as per LOI / Contract.
 - ii) The Contractor fails to deposit the required Security deposit.
- 2.3 Any bid received without Earnest Money Deposit shall not be considered.
- 2.4 EMD given by all unsuccessful tenderer shall be refunded normally within fifteen days of acceptance of award of work. EMD shall not carry any Interest.

3 **Validity of contract:**

The contract shall be valid for two year subject to satisfactory compliance of terms and conditions. Performance will be evaluated during the trial period of first three months and if found satisfactory, then only it will be further continued up to 2 year. Criteria for evaluation will be as per clause 2.5 of Section II .However, BHEL reserves the right to terminate / extend the contract without assigning any reason at any time during the tenure of the contract. After two year, there shall be review of the workload and the BHEL need, and if required, the contract can be extended for one more year, on the same terms and condition as applicable in the original contract.

4. Number of inspection agencies & share of workload:
- 4.1 Two inspection agencies shall be selected for award of Inspection contract. Refer Clause 2.1 of Section-II, sharing the workload in the ratio of 60:40 the lowest successful bidder shall be awarded the highest 60% of the workload.
- 4.2 As mentioned in clause 2.2.1 of Section-II, the expected inspection load will be in respect of items of Purchase Orders worth., Rs. 282.37 Crores approx. (+/- Depending upon the market condition) (covering Two years period) which will be divided between TWO agencies in the ratio of 60:40 to L1: L2 after L2 agrees to match the L1 price. [L1 represents the lowest bidder and L2 the next higher bidder]. If L2 does not agree to match the L1 price, the next higher bidders i.e. L3, L4 etc. would be progressively given the opportunity to match the L1 price and claim for executing 40% of the work. If two bidders quote the same price the work will be allotted on 50% basis to each. If more than two bidders quote the same price, QIX BHEL, Bhopal will award the work to two agencies who have executed more years in inspection work earlier at QIX.

Man power Distribution for L1 bidder for executing 60% of the work –

- Engineers (BE) -04 Nos.
- Diploma-02 Nos.
- Total = 6 Nos.
- At least 40% of inspection personnel should have Level II NDE (RT,UT,MT & DP)
- 75% of above manpower will be mechanical & 25% electrical. (see Cl.1.2.5.2 of section I)

Man power Distribution for L2 bidder for executing 40% of the work –

- Engineers (BE) -03 Nos.
- Diploma-01 Nos.
- Total = 04 Nos.
- At least 40% of inspection personnel should have Level II NDE (RT,UT,MT & DP)
- 75% of above manpower will be mechanical & 25% electrical. (see Cl.1.2.5.2 of section I)

Man power Distribution for L1 and L2 bidder when each executing 50% of the work –

- Engineers (BE) -03 Nos.
- Diploma-02 Nos.
- Total = 05 Nos.
- At least 40% of inspection personnel should have Level II NDE (RT,UT,MT & DP)
- 75% of above manpower will be mechanical & 25% electrical. (see Cl.1.2.5.2 of section I)

4.3 In case no bidder accepts matching with L1 prices, the total share of workload will be awarded to L1 bidder.

In case no bidder agree to match with L1 prices, the total share of workload will be awarded to L1 bidder and in this particular case Manpower Distribution shall be as follows –

- Engineers (BE) -07 Nos.
- Diploma-03 Nos.
- Total = 10 Nos.
- At least 40% of inspection personnel should have Level II NDE (RT,UT,MT & DP)
- 75% of above manpower will be mechanical & 25% electrical. (see Cl.1.2.5.2 of section I)

5 INSPECTION AGENCIES is to produce **Provident Fund Code** before LOI is issued and shall make necessary arrangements so that inspection work could commence without interruptions within one week of getting the LOI. Any delay in commencement this activity shall make the purchase order liable for cancellation.

6 In addition to these 'Terms and Conditions', of this contract shall also be governed by the Any Special Conditions related to inspection laid down in BHEL purchase order to vendor. BHEL reserves the right to seek additional information to assess the capability and capacity of third party inspection agency.

7 **Security/Deposit**

7.1 Security Deposit shall be deposited by the successful Bidder before start of the Work. The rate or Security Deposit will be 5% of the contract value (as per Works policy-2016 Rev.00)

The Security Deposit should be deposited before start of the work by the contractor.

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

Modes of deposit:

The balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms:

i) Cash (as permissible under the extant Income Tax Act)

ii) Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL

iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL

iv) 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)

v) 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)

(Note: 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)

- 8 Security Deposit shall not be refunded to the contractor except in accordance with the terms of the contract.
- 8.1 **BHEL reserves the right of forfeitures 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/ or in the event of termination of contract as per cl.22 of Section III.**
- 9 INSPECTION AGENCIES shall be fully responsible for safe custody and storage of BHEL's documents issued & records generated during inspection and shall take necessary measures to prevent any type of loss/misuse. INSPECTION AGENCIES shall ensure confidentiality of documents and should not use for any other purpose. BHEL may take actions under laws in case of breach of the above.
- 10 INSPECTION AGENCIES shall be fully responsible for safety of their own as well as other personnel working at site and should acquaint themselves fully with all Central/State Govt's laws/bylaws under different Acts applicable in such cases.
- 11 **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 TPIA personnel and assets during the currency of the contract.
- 12 **FORCE MAJEURE**
 - 12.1 'Force Majeure' shall mean any event beyond the reasonable control of BHEL, supplier 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 :-
 - a) War and other hostilities (whether war be declared or not), invasion, act of foreign enemies, mobilization, requisition or embargo.
 - b) Rebellion, revolution, insurrection, military or usurped power and civil war
 - c) 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

- d) explosive nuclear assembly or nuclear components thereof.
- d) Riot, commotion or disorder, except where solely restricted to employees of the contractor
- e) Acts of God such as earthquake (above magnitude of 7 on Richter's scale), unprecedented floods.

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.

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.

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.

12.5 Force Majeure shall not apply to any obligation of BHEL to make Payments to the contractor herein.

13 **Rate should be quoted for inspection work as a percentage of PO value only. "No other charges if any are not admissible".**

14. Rates should be written both in figures and in words. In case any difference is found in these rates, the rates mentioned higher shall be considered.

15 **The rate shall be firm till the completion of the contract period.**

16 **TAXES AND DUTIES**

16.1 Except as otherwise specifically provided in the Contract, 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.

16.2 As regards the 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.

16.3 **Rates to be quoted excluding GST will be paid as applicable. Applicability GST mention in annexure VIII.**

17 In case of any deviation in the terms and conditions of the enquiry or the general conditions of the contract, offer may be summarily rejected. However if deviation from the enquiry conditions are un-avoidable, the same should be clearly spelt out under the title 'Deviations from enquiry' on a separate sheet giving cross reference to enquiry condition.

18 Offers should be dropped in the tender box available in tender room at ground floor administrative building BHEL Bhopal in shield covers before 11.00 am on the date of tender opening. However, if holiday is declared on that day due to some reason, then the offer should reach us before 11.00 am on the next working day.

19 LATE BIDS

Late bids are not permitted. Such offers if any will be rejected.

20 INSPECTION AGENCIES, in their own interest, are requested to get clarifications from the tendering authorities, if needed, before the submission of the offer as no misinterpretation / misunderstanding will be entertained at a later date.

21 ADDITIONAL REQUIREMENTS

The following facilities shall be organised by Inspection Agency :

21.1 The bidder should be fully conversant with the National/International Product Specifications, Standards and Codes. Such as ASME, ASTM, ANSI, API, DIN, BS, TEMA, IBR, BIOS etc.) Bidder shall have direct access/ Possession of the latest applicable International/ National standards & Specifications like ASME, ASTM, ANSI, API, DIN, BS, TEMA, IBR, BIS, etc.

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.1 The INSPECTION AGENCIES shall have to make their own arrangements for office, conveyance and accommodations. INSPECTION AGENCY should have office in between Govindpura industrial area and BHEL. All activities in this regard shall be carried out by the INSPECTION AGENCIES. Inspection Agencies may therefore make their own assessments in this regard prior to submitting the quotation. BHEL shall, on request, issue only a certificate for having placed an order on the INSPECTION AGENCIES. Evidence of availability of Transport facility for each Inspection person shall be provided to BHEL in the beginning of the contract work. The facility should be maintained throughout the contract.

BHEL may consider request for providing office accommodation on chargeable basis from existing infrastructure as per BHEL rules.

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.2 INSPECTION AGENCY office must have Telephone, Fax and computer(s) with Internet facility so that call booking by vendors and necessary reports can be transmitted to BHEL.
All inspection persons should be necessarily provided with Mobile Phone sets and their Numbers shall be made available to QIX.

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.3 **STATUTORY COMPLIANCE**

The contractor shall strictly comply with the statutory requirements provided in the enclosed copy of "Instruction to Contractors". (Please refer Annexure -I)

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.4 **GOVT. TAXES:**

All the taxes applicable for the contract shall be borne by the INSPECTION AGENCY and TDS (Income tax) will be deducted at source, if required. For Service Tax remitted by Inspection Agency, Certificate to be provided to BHEL.

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.5 The Inspection Agency shall also provide the GSTIN.

(Accepted / Not Accepted).
(Seal and Signature of Inspection Agency)

21.6 **BILLING:**

The INSPECTION AGENCY shall raise invoices once in a month together with despatch clearance note/challan. Invoices should have the break up of PO details, actual inspection fees, which will be on items cleared & accepted. Mistake in Invoices will incur penalty @ Rs. 50/- /mistake subject to a maximum of Rs. 500/- / Invoice.

21.7 TERMS OF PAYMENTS:

Payments shall be normally made within 90- days of acceptance of the material against inspection documents, including customer clearance document and invoice as per billing schedule at BHEL.

21.8. PENALTY

Timely and right inspection being the essence of the contract, penalty shall be levied as specified below:

21.8.1 Discrepancy in Inspection (DI): If any discrepancy is found during checking /audit of inspected items received at Unit / Site or feedback received from customer on aesthetic appearance, mismatching or malfunctioning etc. (during use in the Shop, Erection, Testing or Commissioning) and / or records and it is established that the discrepancy is on account of inaccurate/ inadequate inspection, the inspection charges of the concerned item shall be deducted as specified in the following table from pending bills and /or security deposit amounts:-

GRADE	QUALITY LAPSES ATTRIBUT-ABLE TO INSPECTION AGENCY DUE TO INSPECTION ERROR	PENALTY
C1	Items requiring concession / resolution on PMIR at BHEL works involving no rework.	50% of Inspection charges for the item shall be deducted
C2	Items requiring rework either in BHEL/ Supplier or at site	100% of inspection charges for the item shall be deducted
C3	Items allowed for dispatch to BHEL without getting stages / final clearance from BHEL's customer Inspn . Agencies where ever required	100% inspection charges shall be deducted
C4	Items rejected by BHEL or its customer	200% of Inspection charges for the item shall be deducted

21.8.2 Delay In Inspection:

Response to inspection request (RIR) : If inspection calls are not attended within prescribed time (as per clause 2.2.9), a deduction of 1.0% of inspection charges of offered goods for per day delay or Rs 100/- (whichever is higher) up to 5 days delay shall be made. If the delay is more than 5 days, the deduction shall be @ 2.0% of inspection charges of offered goods for per day delay or Rs 100/- (whichever is higher) for the total delay inclusive of initial delay period. The penalty shall be deducted from pending bills and /or security deposit amounts.

For clause 21.8.1, Penalty will be decided by Incoming product QC & QIX deptt of BHEL. For clause 21.8.2, QIX shall decide the penalty.

21.8.3 Deduction from monthly Bill of TPIA due to absence of man-hour

As per Cl. 2.4.1 of Section II.

21.8.3 Performance Monitoring of TPIA

As per Cl. 2.5 of Section II.

22. 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.

23. ARBITRATION:

In all cases of disputes emanating from and in reference to this contract, the matter should be referred to the sole arbitration of the Executive Director /GM of BHEL Bhopal. Executive Director / GM may nominate any person as a sole arbitrator

(Including an employee of BHEL, even though he has to deal with the matter relating to this PO in any manner). The arbitration shall be under 'THE ARBITRATION AND CONCILIATION ACT OF 1996' and the rules there under. The arbitrator, may from time to time, with the consent of the parties, enlarge the time for making and publishing the award.

23 JURISDICTION:

All suits or any matters arising out of this contract shall be in Bhopal courts only.

Annexure - VIII

BID – PART II

1 Rate in terms of % of Purchase Order value (excluding GST):

(In Figure)

(In Words)

2 **GST Applicability: Applicable/not applicable.**

*If GST applicable GSTIN of the party as well as copy of GST registration certificate is needed.

Note: Any other charges except quoted above is not admissible.

(Seal and Signature of Inspection Agency)

Sheet 1 of 5 sheets

ANNEXURE - I

INSTRUCTIONS TO CONTRACTORS

- BHEL shall have the privity of the contract with the contractor only and will give instructions to the contractor or his authorized representative. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the Contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer-employee relationship.
- The contractor shall maintain regular contact with the designated employee(s) of BHEL and will interact on matters relating to the work awarded under this contract.
- Contractor will ensure that the job is executed through his employees on his rolls and under no circumstances the contractor will deploy any casual employee to carry out the job nor shall sub-contract the job without prior written permission.
- Contractor shall observe Provisions of the Factories Act in respect of working hours, holidays, rest intervals, leave and overtime to his employee. No work shall be done on second/third shift, overtime, Sundays or on other declared holidays without written permission.
- Contractor shall obtain Police Verification of all his workers.
- Contractor shall submit following Certificate for each contract separately.
“ It is certified that PF challans of the amount ----- pertains to my workers whose names are appearing in the wage sheet of the month ----- and these workers are engaged in ----- (type of work) against Work order no. ----- in ----- (name of department).

Signature of Contractor

PAYMENT OF WAGES

- Contractor shall be responsible for making payment of wages through Bank/Cheque before expiry of 7 days from the last day of wage period and to ensure disbursement of wages in the presence of the authorised representative of contract operating division & representative of HR who shall record under his signature at the end of entries in the Register of wages in the following form “ Certified that the amount shown in column no. has been paid to the workers concerned in my presence on dateat...time.”.
- In case contractor fails to make payment of wages to his employees or remittance of contribution to the concerned authorities , the security deposit /other dues under the contract can be utilized by BHEL to discharge the liability of the contractor.

SAFETY AND DISCIPLINARY ACTION

- Contractor shall ensure that his employee do not indulge in any unsafe or hazardous practices. They use safety equipment such as safety belts, safety shoes, goggles, helmet and masks where use of such equipment is required in day-to-day operations. All such safety gadgets will be provided by the contractor failing which the contract operating division will provide safety equipment to such employee of the contractor at the cost of the contractor to be recovered from his bills. Contractor shall fully indemnify BHEL against any claim for damages for injury to person or property resulting from such accidents.
- Contractor to ensure that employee deployed in the premises is physically and mentally fit and do not have any criminal record.
- Contractor will be responsible for good conduct of his employees . In case of misconduct, contractor shall take prompt disciplinary action as per "Model Standing Orders" on the advise of Contracting officer.
- The contractor has to provide a distinct uniform different from BHEL employees. The Uniform should have logo of the Contractors firm / company.The uniform shall be kept in neat, tidy and wearable condition. Wherever necessary, the Cap shall be integral part of the uniform
- Contract awarded is liable for termination for any contravention of statutory provisions or any other reasons without assigning any

explanation or notice to the contractor.

Sheet 3 of 5 sheets

- Contractor shall fully comply provisions of various applicable labour laws

RECORDS & INFORMATION TO BE FURNISHED BY CONTRACTOR

- Contractor shall maintain neatly, completely and legibly registers, records, reports and returns for inspection by various authorities at short notice.
- Contractor shall submit the details of work awarded to him by other departments indicating work order No., nature of work and maximum number of workers employed etc.
- Contractor shall provide information as required in respect of all his employees employed by him to enable the contract operating division to monitor compliance of P.F./ESI and also to enable him to furnish information to Ministry and Labour deptt. as may be required.
- Contractor shall provide full particulars of each employee employed by him before start of the work and from time to time. He will also endorse a copy of returns furnished by him to the Labour Department under the Contract Labour (Regulation and Abolition) Act 1970.

COMPLIANCE OF STATUTORY PROVISIONS

- Contractor shall fully comply provisions of various applicable labour laws provisions of the following enactments and other enactments as applicable for such contracts.
 - “ Contract Labour (R&A) Act 1970 and rules 1971.
 - “ Payment of Wages Act.
 - “ Minimum Wages act 1948, M.P. Rules 1958
 - “ Employees State Insurance Act 1948, Rules and regulations 1950
 - “ Employees Provident Fund Act 1952 and Pension Scheme 1995
 - “ Workmen’s Compensation Act 1923
 - “ M.P. Industrial Relations Act 1960.
 - “ Factory Act 1948
 - “ Maternity Benefit Act 1961
 - “ Equal Emolument Act 1976
 - “ M.P. Shram Kalyan Nidhi Adhiniyam 1982
 - “ Payment of Bonus Act 1963
 - “ Interstate Migration Act

“ Shop & establishment Act 1958

Sheet 4 of 5 sheets

STATUTORY INSTRUCTIONS TO CONTRACTOR

(To be ensured by contracting dept.)

1.0 STATUTORY REGISTRATIONS AND CLEARANCES – PRE-REQUISITES

Contractor shall commence the work only after obtaining :

1. Labour License
2. Provident fund code no.
3. ESI code no
4. Registration no.
5. Notice of commencement in Form 6-A & Maintain Register of workers Form 13.

2.0 CONTRACTOR SHALL ENSURE FOLLOWING WHILE EXECUTING CONTRACT

1. Employment card as per rule no 76 of contract labour(Regulation & Abolition) MP rules,1973
2. Appointment letter to his employees.
3. Annual leave with wages including EL,CL, National Holiday & Festival holiday.
4. Leave record register.
5. Shall engage only adult workers who have attained the age of 18.
6. Work to be done on second/third shift, overtime, Sundays or on other declared holidays with written permission.
7. Obtain insurance cover for his employees/equipments, tools etc & third party insurance coverage at his own cost.
8. Remit Provident fund contributions in prescribed 3A & 6A forms
9. ESI contributions in Form 6

Sheet 5 of 5 sheets

10. Submit challans of PF & ESI contributions every month.
11. Provide Personal protective equipments for his employees
12. Distribute wage slip each month to his employees
13. Ensure payment as per minimum wages act, 1948 & additional wages as declared by BHEL Bhopal from time to time in presence of concerned department representative through Bank accounts.
14. Submit employee and employer contribution as per Shram Kalyan Nidhi Adhiniyam1982.

3.0 PAYMENT OF WAGES ACT

1. Those engaging 100 or more workmen should submit or copy of standing orders.
2. Shall comply with the provisions of Factories Act.

4.0 ON COMPLETION OF WORK

-Submit PF & inspection report

-If GST charged, then proof of GST return filed may be submitted along with monthly bill (for last filing period whether monthly/quarterly as applicable).

Back

ANNEXURE -2

MINIMUM QUALIFICATION AND ELIGIBILITY REQUIREMENT

- 1.1 In order to facilitate assessing the pre-qualification requirement, the data to be filled in the enclosed Annexure – 2A
- 1.2 No deviation shall be allowed in respect of minimum requirements stipulated in Clause 1.2. of Section –I Qualification and eligibility requirement. Any offer not meeting above requirements shall be rejected.
- 1.3 The bidder shall fill format for “Particulars of Inspection Agency” as given in Annexure - 2 B as per Clause 1.2. of Section –I Qualification and eligibility requirement
- 1.4 Quality department shall evaluate the information provided by the bidder and decide whether they meet the qualification and eligibility requirements specified above.

ANNEXURE – 2 A

DOCUMENTS TO BE SUBMITTED BY BIDDER FOR PQR EVALUATION
(Ref Section –I Qualification and eligibility requirement)

TENDER ENQUIRY NO.-

NAME OF TPIA : -

TECHNICAL CONDITIONS: - 1.1 GENERAL

Bidders will have to submit self declaration statement stating that they meet the following qualifying criteria

- 1.1.1 The bidding organization shall have well-established Quality Management Division for providing Third Party Inspection services.
- 1.1.2 The bidder shall have sound organization capable of meeting BHEL's requirements with high degree of accuracy and timeliness.
The evidence against 1.1.1 may be in the form of following, in addition to other documents
 - (i) Incorporation certificate
 - (ii) ISO/IEC 17020 Certificate
- 1.1.3 The bidder should be fully conversant with the National/International Product Specifications, Standards and Codes.
- 1.1.4 The bidder should submit reference list of clients as per Clause No 1.5.15 of Particulars of Inspection Agencies for whom inspection and related activities were carried out during last five years.
- 1.1.5 The bidder shall be equipped with all modern modes of communication such as telephone, mobile phone, fax, computer, printer, scanner, e-mail, internet etc. in all offices. Mobile phone and email facility should be provided to all Inspection Executives.

1.2 MINIMUM QUALIFYING REQUIREMENTS

- 1.2.1 The bidder should have experience of carrying out inspection with Organization like NTPC, NHPC, NPCIL, HPGCL, PGCIL, EIL, ONGC, IOCL, SEBs, Defence organizations etc.
- 1.2.2 The bidder should have well-defined and implemented Quality Management System and must be an ISO/IEC 17020 certified Organization. Copy shall be submitted.
- 1.2.3 The bidder should have minimum of last 05 years experience of Third Party Inspection in major Engineering Industries. **The Bidder should enclose documentary evidence of experience.**
- 1.2.4 Evidence of successful / satisfactory execution of minimum five contracts starting from the Date of incorporation of different customers shall be submitted.
- 1.2.5 The bidder should have minimum Rupees. 19.7 Lakhs turnover during the year 2019-20 and average turnover of last 3 years should be minimum Rs.19.7 Lakhs from inspection services within India only. Submit Documentary evidence **against Section-1 Point no. 1.2.1.2.**
- 1.2.6 Bidder shall submit the bio-data of all persons (10 nos.), likely to be engaged in Inspection, including their qualification duly verified by the bidder (Technical/ Additional), experience, field of expertise and attested specimen signature at S.No 1.5.16 of “Particulars of Inspection Agency”.

- 1.3 **BHEL reserves the right to seek additional information to assess the capability and capacity of Third Party Inspection Agency.**
- 1.4 **No deviation shall be allowed in respect of minimum requirements stipulated in Clause 1.2. Any offer not meeting above requirements shall be rejected.**
- 1.5 **The bidder shall fill format for “Particulars of Inspection Agency” given on the next page.**

Sheet 1 of 2 sheets

ANNEXURE 2 B

Particulars of Inspection Agency				
1.5.1	Name of Company:			
1.5.2	Head Office:			
	i)	Address:		
	ii)	Phone No.:		Fax No.:
	iii)	E-mail:		Website
1.5.3.	Chief Executive:			
	i)	Name:		
	ii)	Designation:		
	iii)	Office Address:		
	iv)	Phone No.:	Landline:	Mobile:
	v)	E-mail:		
	vi)	Qualification		
	vii)	Profile		
	viii)	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	i)	Total No. of Persons:		
	ii)	No. of persons engaged in inspection		
	iii)	Total no. of branches		
1.5.6	Particulars of Branches: (Add separate sheet if required)			
	i)	Location:		
	ii)	Name of Branch Manager		
	iii)	Address:		
	iv)	Phone No.:	Landline:	Mobile:
	v)	Fax No.:		
	vi)	Website:		
	vii)	E-mail:		
	viii)	Total No. of persons:		
	ix)	No. of persons engaged in inspection:		
1.5.7	Date of Incorporation/Registration:			

Sheet 2 of 2 sheets

1.5.8	Turnover of the Company from inspection services for the last 3 years:	<u>Year</u>	<u>Turnover</u> (in Rs. Lakhs)	<u>Remarks</u>				
		2017-18						
		2018-19						
		2019-20						
		Average						
1.5.9	Audited Annual Report for the last 3 years (to be enclosed)							
1.5.10	Income Tax Certificate 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	GSTIN No. (Please enclose relevant letter/certificate)						
1.5.13	a	Whether Company is ISO/IEC 17020 certified:		Yes / No				
	b	If Yes, year of Certification						
	c	Certification Body						
1.5.14	Organisation : (Please enclose Organisation Chart)							
1.5.15	List of Clients during last five years:							
	Sl. No.	Client	Supplier(s)	Item(s)	P.O/Contract No.	Value	Remarks	
	1	2	3	4	5	6	7	
1.5.16	i)	Bio-data of all persons engaged in inspection:						
	Sl. No	Name	Technical Qualification	Additional Certifica-tion (NDT)	Experience in inspection		Specimen Signature (Attested)	Remarks
					No. of Years.	Field		
	1	2	3	4	5	6	7	8
	ii)	Summary:						
	PG/ Graduate Engineers							
	Diploma Engineers:							
	TOTAL:							
1.5.17	Type of Services offered:							
1.5.18	Did you provide TPI services to any BHEL Unit/ Division?				Yes / No			
	If Yes, please give details.							
1.5.19	Whether any litigation/ Arbitration is pending:				Yes / No			
	If Yes, please give details.							
1.5.20	No deviation certificate (in the format enclosed- Annexure: VII) :-							
1.5.21	Information regarding banning, blacklisting from business (as per format enclosed- Annexure- VI)							
1.5.22	Any other information: (use additional sheet, if required)							

Signature of Authorized Person
Name:
Date:

Company Logo

Letter Head

Annexure –VI

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)



SHARAT HEAVY ELECTRICAL LIMITED , BHOPAL
QUALITY CONTROL ANCILIARY-QIX
INSPECTION CHECK SHEET

ANNEXURE - IX

BOOKING SUPPLIER NAME -	CALL NO.:	DATED:	TIME:
P.O. -	W.O. NO. -		
ITEM DESCRIPTION -			
CHALLAN NO.	CHALLAN DATE.		
ATTENDED	DATE:		
TIME:	BY:	DT.	TIME:
JOB READY FOR DISPATCH : YES/NO			
S.N. DESCRIPTION			
1. VENDOR REPORT REVIEWED: YES/NO.			
2. P.O. COPY READ : YES/NO/NOT AVAILABLE.			
3. ALL REQUIRED DRAWINGS SEEN : YES/NO.			
4. ALL REQUIRED SPECIFICATIONS SEEN: YES/NO.			
5. MANUFACTURING QAP APPLICABLE: YES/NO/NOT AVAILABLE.			
6. CUSTOMER QAP APPLICABLE: YES/NO/NOT APPLICABLE.			
7. ALL PREVIOUS STAGES OFFERED: YES/NO/NOT APPLICABLE/NOT OK.			
8. CHECKED : SAMPLING/100%			
9. TESTED: YES/NO/NOT APPLICABLE. IN CASE YES: SAMPLING/100%.			
10. WHETHER NCR: YES/NO. IN CASE NCR PDC FOR CLOSURE:			
11. P.O.QTY: OFFERED QTY: INSPECTED QTY:			
12. QTY. ACCEP: QTY. REJ.: QTY. ACCEP WITH CON/DEV			
13. QTY. ACCEP. WITH REWORK:			
14. P.O. DELIVERY DUE DATE:			
REMARKS :		ALL DOCUMENTS & CONSIGNMENT IS FOUND SATISFACTORY HENCE MDCC CAN BE ISSUED	
NAME:		In-Charge (TPIA)	

SIGNATURE :

DATE:

Company Logo

Letter Head

Annexure-VII

NO DEVIATION CERTIFICATE

Notwithstanding anything mentioned in mentioned in our EOI, we hereby accept all the terms and conditions of this EOI and we do not have any deviation to this EOI. We hereby undertake and confirm that we have understood the scope of work properly and shall carry out the work as mentioned in this tender.

(Signature & seal of the Firm)