

Terms & conditions for E-TENDER Enquiry no. E3793017, due on 04/10/2019.

BHEL Bhopal is looking for Micro & Small enterprises, as defined in Public Procurement Policy 2012, issued by Ministry of Micro, Small and Medium Enterprises capable of supplying **Navy Blue Drill Cloth (Dangri Cloth) for Apron** as per Enquiry **E3793017**. **THIS MATERIAL IS TO BE PROCURED ONLY FROM MICRO & SMALL ENTERPRISES (MSE), AS DEFINED IN PUBLIC PROCUREMENT POLICY 2012, ISSUED BY MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES.**

Please refer General terms and conditions of enquiry form no. BP-200102 and P.O. terms & conditions (indigenous) form no. MM 5527, Rev.03. If any deviations, please mention in your quotation otherwise it shall be taken that all terms and conditions are accepted by you.

The item to be supplied should confirm to the following requirements:-

1. Suppliers are requested to quote in two parts for 2 bid enquiries. However, for quotation submitted in single bid against our requirement of two bids will be considered only if the bid is techno-commercially accepted without seeking any clarifications from the supplier. Otherwise, the bid is liable to be rejected.
2. **Please quote your best rate through your DSC (Digital Signature Certificate) in our E-Tender system through <https://bhel.abcpocure.com> on or before due date. *Paper bid is not acceptable.***
3. **Pre-qualification criteria (PQC) :-**

Supplier must submit following documents for PQC:-

A. Technical PQR:-

- (i) Purchase Order (PO) of Cloth having minimum value as per following during 5 years from due date of tender / enquiry.
 - (a) Purchase Order(PO) of Cloth items having Minimum sales of value **Rs. 4.50 lakhs** in one year during last 5 years from due date of tender / enquiry.Trader/Agent and non-manufacturer supplier can submit PO of their Principal/Manufacturer along with valid authorization letter.
- (ii) Authorization letter from OEM/Principal to quote for this BHEL enquiry (Applicable for non-manufacturer only).

B. Financial PQR:-

- (iii) Audited annual report (Profit & loss account) of last 3 years ending 31st march of the financial year 2018-19 (31.03.19). Average annual turnover should not be less

than **Rs. 4.50 lakhs** of last 3 years ending 31st march of the financial year 2018-19 (31.03.19)

Supplier to submit documents for the above (Copy should be self-attested). In case of non-submission of the documents, offer shall not be considered for further procurement process.

4. Validity of Offer :-

The quoted rate shall remain firm for a period of 90 days from the date of opening of Techno Commercial Bid.

5. Submission of Sample:-

Suppliers must enclose description and the technical specifications of the samples submitted. **Two samples of Navy Blue Drill Cloth of 1.0 meter length each to be submitted.** Technical Specification / Test Certificate / Guarantee Certificate must be submitted for all the samples and proper co-relation with respect to samples, article no. model no, shade no. etc. to be furnished. Supplier to submit Test Certificate of samples from your lab/government approved lab.

Samples must reach the undersigned by 2.00 PM of enquiry due date. Each item must be clearly identified physically.

Offers received without sample will not be considered for further procurement process.

6. Quantity Variation:-

Quantity variation $\pm$ 10%.

7. Packing:-

During final supply, each item (Cut length) should be individually packed to avoid transit damage. Such 20 pieces have to be bundled together.

8. Guarantee & Replacement: -

The supplier shall confirm that the goods supplied by him shall be covered under guarantee for a minimum period of 06 months from the date of despatch of goods. Any damage reported by BHEL during this period, the supplier shall be bound to make free replacement within a reasonable period of time.

9. Terms of delivery:-

Terms of delivery should be F O R Destination on Door delivery basis at CRX, BHEL Bhopal.

In case of any deviation, your offer shall stand rejected.

10. Payment:-

Full payment will be made within 90 days after receipt and acceptance of material in BHEL. For MSE suppliers, payment can be released within 45 days after receipt and acceptance of material in BHEL.

Note:- MSE suppliers can avail the intended benefit only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (Five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (where deemed validity of EM II certificate of five years has expired) as per BHEL format (Format will be provided on request or can be downloaded from the link of www.bhelbpl.co.in/mm/MSME_Annl_cert2.pdf) applicable for the relevant financial year (Latest audited). Date to be reckoned for determining the deemed validity will be the tender opening date / enquiry due date. Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiencies in above required documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted Officer.

Note:- MSE suppliers can avail the intended benefit only if they submit Udyog Aadhaar Memorandum along with the offer.

11. Test Certificate:-

During final/bulk supply, Test Certificate from govt. approved labs / your lab. of each batch / lot is to be submitted along with each consignment.

12. Liquidated Damages / Penalty Clause:-

- I. For any late delivery beyond the scheduled delivery date as per PO, penalty @ ½ % per week & maximum up to 10% of the total PO value will be imposed on the balance value of the material.
- II. GST is applicable on LD also.

13. Inspection:-

Inspection will be carried out at BHEL, Bhopal only. However, BHEL will inspect at supplier's works if required.

14. Letter of authority :-

If supplier is not manufacturer, then supplier shall clearly indicate in its quotation the name and address of the manufacturer of its item along with authority letter of dealership from

the manufacturer which is to be submitted along with the technical & commercial bid ("Part A"). Failure shall reject your offer.

15. Lead time for delivery:-

Supplier to clearly indicate in his offer the time required (Lead time) in number of weeks from the date of PO/LOI in order to complete the supplies. In case not mentioned by supplier in their offer, it shall be taken 90 days from the date of PO/LOI.

16. Performance Bank Guarantee:-

Once PO/letter of intent (LOI) is placed, the supplier should submit a Bank Guarantee for 10% of the PO value, valid for 12 months from the date of issue of PO/LOI and issued on any BHEL consortium bank for faithful performance of PO.

17. Item type and HSN Code:-

Kindly mention item type i.e. (1) Supply or (2) Trading and HSN code of each item in your offer & the percentage (%) of GST applicable in your offer. CGST+SGST / IGST / UGST or any other charges as applicable must be clearly mentioned in your quotation otherwise it shall be taken as not applicable to supplier.

18. Availing Input Tax Credit (ITC) by BHEL :-

ITC can be availed only when BHEL is in possession of GST tax invoice and after receipt of goods. So, goods should be supplied and Tax invoice should be submitted timely.

Further ITC can be availed only when vendor has declared such invoice in his outward supply Return GSTR-1 and after GST thereon has been paid by him at the time of filling of monthly Return.

GST portion of invoice shall be released only upon:-

- (1) Vendor declaring such invoice in his GSTR-1,
- (2) Receipt of good and Tax invoice by BHEL,
- (3) Confirmation of payment of GST thereon by vendor on GSTN portal,
- (4) Alternatively, BG of appropriate value shall be submitted by vendor which shall be valid at least one month after the confirmation of date of payment of GST by vendor on GSTN portal and receipt of tax invoice and receipt of goods, whichever is later.
- (5) Above is subject to receipt of goods/service and tax invoice thereof along with vendor declaring invoice in his return and paying GST within timeline prescribed for availing ITC by BHEL.

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

In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law shall be recoverable from vendor along with interest levied / leviable on BHEL.

Payment covering GST portion including interest thereon gets released to vendor only upon completion of above requirement.

19. Un-registered suppliers of BHEL, Bhopal :-

Suppliers who are not yet registered with BHEL, Bhopal must submit following documents for one time code along with Part – A (Techno-commercial bid) of your offer:-

- (1) Copy of PAN no.
- (2) Copy GSTIN registration certificate.
- (3) The percentage (%) of GST applicable.
- (4) Copy of MSMED/ NSIC certificate, if applicable.
- (5) EFT details as given at BHEL, B2B site (<https://www.bhelbpl.co.in/mm/>) to be submitted by L1 supplier after placement of order.

Please visit BHEL Bhopal website - www.bhelbpl.co.in/mm/supplier_forms.html for any query regarding registration documents.

20. Opening of price bid:-

The price bid quotation of the suppliers submitted in ***E-Tender*** & whose technical and commercial offer is completely acceptable to BHEL Bhopal in all respects and **whose samples are selected by BHEL Bhopal**, will only be considered for opening of price bid.

- 21.** BHEL Bhopal reserves the right for rejecting any / all of the samples without assigning any reason, whatsoever.

Important: - It is supplier's responsibility to **quote its best rate through its DSC (Digital Signature Certificate) in our E-Tender website (<https://bhel.abcprocure.com>) on or before due date** & to ensure that the samples reach BHEL Bhopal on or before 2:00 PM of E-tender opening date.

- 22. All the above points must be explicitly confirmed in the "Part A" of offer. If any point not confirm in "Part A" of your offer, it shall be taken that it is acceptable to you. In case of non-acceptance above points / fail to submit sample / documents as per our E- tender / specification requirement, your offer may be rejected.**

Suppliers seeking clarification may communicate the undersigned through email as given below.

E-Mail Id: kcmeena@bhel.in, nilamwar@bhel.in

1. Samples shall have to be addressed to:

Sr. DGM (MM-CRX & FSX)

Block - 7 Annexe, Eastern Wing,

Ground Floor, Piplani,

BHEL, Bhopal 462022,

Ph. No. 0755-2503750, 2505018

KAILASH CHANDRA MEENA

Sr. Engr. (MM-FSX)

Phone: 0755-2503750