

क्र.मा.सं./बैग/4033/2019/

दिनांक: 25.11.2019

विषय: सेवानिवृत्त कर्मचारियों के लिए फाईल बैग।

1. सभी सेवानिवृत्त होने वाले कर्मचारियों को उनकी लंबी सेवा के प्रति प्रबंधन द्वारा सदभाव-स्वरूप फाईल बैग भेंट किया जाता है।
2. फाईल बैग की खरीदी निविदा द्वारा सामग्री प्रबंधन विभाग के माध्यम से की जाती है। इस व-नवम्बर 2019 से अक्टूबर 2020 तक 179 कर्मचारी (P-1-4/c) सेवानिवृत्त होने जा रहे हैं। 2019-20 के फाईल बैग हेतु निविदा की गई जिसमें किसी भी आपूर्तिकर्ता द्वारा निविदा प्रेषि नहीं की गई।
3. आपूर्तिकर्ताओं से यह जानकारी प्राप्त हुई है कि :
(i) बीएचईएल द्वारा दिए गए स्पेसिफिकेशन के बैग बाजार में अब नहीं बनाते हैं।
(ii) कीमत में बढ़ोतरी की जाए ताकि GST सम्मिलित हो।
4. पूर्व स्पेसिफिकेशन में कुछ बदलाव किए गए एवं इस आधार पर बाजार से दो कोटेशन प्राप्त किए गए हैं (P5-4C)
5. उपरोक्त के दृष्टिगत निम्न प्रस्तावित है :-
i. सामग्री प्रबंधन विभाग के माध्यम से 225 (179 + 46 अतिरिक्त) बैग खरीदे जाएं।
ii. बैग की खरीदी हेतु कोटेशन के आधार पर राशि में बढ़ोतरी करते हुए रूपये 400/- में बढ़ाकर रूपये 525/- (Including of GST) किया जाय।
iii. बैग रूपये 525/- की अधिकतम दर से खरीदे जाए। इस हेतु कुल खर्च रूपये 1,18,125/- (=225x525) अनुमानित है जिसका प्रावधान बजट कोड हैड 7092-584 में किया गया है।

सादर अनुमोदनार्थ प्रस्तुत.

25/11/19

(आर.के.जायसवाल)

वरि. कार्यपालक (मा.सं.-औ.सं.)

उप महाप्रबंधक (मा.सं.) *उत्तिविल*

अपर महाप्रबंधक (मा.सं.) *Omniyammur*
26/11/19

अपर महाप्रबंधक (वित्त- विभागाध्यक्ष)

क्र.मा.सं. (मा.सं.) Purchase Policy to be followed for purchase of bags. Proposal forwarded for additional budget 28/11/19 (Rs 28125/-) *28/11/19*

NOTED 19/11/19
26/11/19
1-10936
23/11/19

This is with reference to the Note of MM-FSX at N-5 wherein it is mentioned that no offer has been received against the tender Enquiry No-E3793003.

- Due to non-response of offers from vendors it has been decided to amend the Specifications of File bag and review the Upper Price limit.

- Please find attached the approval at N-6 for changes in specifications of File bag (P-52) and enhancement of upper price limit to Rs. 52/- Per file bag.

- Based on the changes in specifications and Quantity it is proposed to cancel the P.T. No. 058498003 and initiate fresh tender for procurement of file bag with revised specifications & increased quantity. Fresh indent is placed at P-53/c. S/sgy

As stock is getting exhausted, this item is on urgent requirement. Hence tender be opened within a week. S/sgy 9/12/19

- Sr. DAM (HR) *[Signature]* 09/12/19

- AGM (HR) *[Signature]* 09/12/19

- Sr. DAM (MM-FSX)

[Signature] 11/12/19

⇒ Sr. Engr. FSX / Sh. R. C. Meena,

HUMAN RESOURCE MANAGEMENT

P.I.NO.- 65849801

Ref.BP/2019/

Date: 13.12.2019

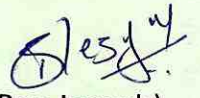
CERTIFICATE FOR EMERGENCY PURCHASE

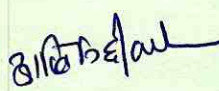
Procurement of file bag for retiring employees is required urgently as the stock of retirement bags are getting exhausted. This bag is given every month to the retiring employees as a token on their superannuation.

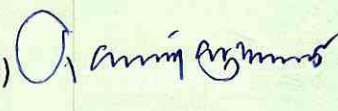
Due to non-response of vendors this item was not procured. Further fresh indent was issued vide PI No. 658498011 dtd. 10.12.2019 with changes in specification & enhanced upper price limit.

In view of the above position, it is proposed to open the tender after 7 days considering it as an emergency purchase.

Submitted for kind approval please.


(Blezy Roy Joseph)
Dy. Manager (HR-IR)

Sr. DGM (HR) 

AGM (HR) 

FACTORY MAIN STORES

Ref: MM/FSX/E3793028

Date: 20/12/2019

Sub: Proposal for display of Open Tender of File Bag through E-Tender on BHEL tender website (www.bhel.com).

PI 658498011 dt.10/12/2019 is received for procurement of 225 Nos. of **File Bags**. Quantity variation: $\pm 5\%$. Total estimated value of items is around Rs. 0.50-2.00 lakhs(C/3-4).

Although there are seventeen suppliers in PMD (N/2), but to ensure better quality, wide range and competitive prices, it is proposed to issue an E-TENDER /open tender enquiry **E3793028** & to display it on BHEL tender website (www.bhel.com) and simultaneously information will be given to all known sources.

The matter to be displayed in BHEL tender website is at page C/25. Other details to be made available on E-Procurement Site <https://bhel.abcpurchase.com> BHEL, (e-Tendering) website are:-

1. Enquiry Checklist E3793028 (C/26).
2. Annexure – I, Terms and conditions of enquiry (C/18-24).
3. Annexure – II, Enquiry Checklist (C/16-17).
4. General Terms & Conditions of enquiry (BP-200102) (C/6-15).
5. BHEL PO Terms & Conditions (MM-5527) (C/5).
6. Specification of File Bag (C/2).
7. E3793028 - Bidders pre-qualification criteria (C/1).

To judge financial soundness of the organization asked in PQC guideline, annual turnover works out to be **Rs. 37,500/-** (30% of average of estimate value range of PI). Since this value is nominal, hence financial soundness parameter is not called in PQC.

The cost of tender shall be Rs. 200.00 (Rupees Two hundred only). Tender documents can be downloaded from BHEL tender website (www.bhel.com) or from E-Procurement Site <https://bhel.abcpurchase.com> BHEL (e-Tendering) website, as enquiry is E-TENDER.

Submitted for approval for issue of open tender enquiry and also enquiry to be open in less than stipulated time of three weeks.

Kailash
20/12/2019
Kailash Chandra Meena
Sr. Engr. (MM-FSX)

mm/02-23/12/19
Sr. DGM (FSX & CRX)