

ANNEXURE - I

ENQUIRY NO.- E2693010 FOR SUPPLY OF FUTURA FRESH NANO COATING OF HOB CUTTER ON LABOUR BASIS

INSTRUCTIONS FOR SUBMITTING QUOTATION AGAINST “TWO PART BID” SYSTEM

- 1) Sealed tenders are invited in Two-Part Bid system for Supply of Futura fresh nano coating of HOB cutter to various BHEL's drawings and terms & conditions as per Annexure-“A” & “B” enclosed.
- 2) Rate to be quoted in terms of Rupees per No for above items as per details given in main enquiry sheet.
- 3) Quotations should be submitted in two parts, namely:
 - a) **PART -- I : Techno- Commercial bid**
Part – I bid shall be submitted through E-procurement.
 - b) **PART -- II : Price Bid**
Part – II bid shall be submitted through E-procurement.
The price bids of only techno commercial acceptable tenders(s) shall be considered.

ANNEXURE - II

ENQUIRY NO E2693010 FOR SUPPLY OF FUTURA FRESH NANO COATING OF HOB CUTTER ON LABOUR BASIS

Terms & conditions Of Enquiry for "Labour basis jobs" in addition to indigenous terms and conditions from BP-200102 & PO terms and conditions form No. MM5527

1.0 SCOPE OF WORK:-

- 1.1 Sealed tenders are invited for supply of Futura fresh nano coating of HOB cutter as mentioned in the enquiry format to BHEL drawings and specifications.
- 1.2 Scope of work shall include completion of all the work operations as per BHEL drawing, specifications and delivery of the goods to BHEL stores in accordance with the drawings specification, technical scope, annexure & other relevant documents etc. of our enquiry.

2.0 FREE ISSUE MATERIAL:-

- 2.1 The raw material required for making these items shall be issued as free issued material (FIM) by BHEL under CEX rule 4 (5)(a) relevant CEX rule against suitable valid bank guarantee. Cost of any other input shall be borne by the supplier and is deemed to be included in your scope of work quotation.
- 2.2 The scrap/ offcuts are to be returned by the supplier to BHEL as specified in A-Form.
- 2.3 The cost of rejected/ damaged raw material/ non returned offcuts scrap upon placement of order, shall be recovered from you at the rate (s) as declared in 'A' form (shall be furnished with PO) or as per BHEL scrap/offcuts selling rate (s). In case of excess return of scrap/offcuts against our declared scrap/offcuts quantity/percentage differential cost (declared scrap/offcuts scrap/offcuts), shall be recovered from the supplier.
- 2.4 Vendor has to submit FIMS for each supply.

3.0 COMMERCIAL:-

- 3.1 Part –I Techno- Commercial bid shall be submitted through E-procurement
Part – II Price Bid bid shall be submitted through E-procurement.
The price bids of only techno commercial acceptable tenders(s) shall be considered”(Price Bid)

4.0 RATES:-

- 4.1 Rate should be quoted in Rs per No F.O.R BHEL Stores inclusive of transportation, packing & forwarding, exclusive of taxes & duties.
- 4.2 Rates shall remain firm during execution of the Purchase order.
- 4.3 Rates should be valid for ordering for 90 days from the date of tender opening. Offer received with validity period less than 90 days shall not be considered.

5.0 TAXES & DUTIES:-

- 5.1 The supplier must mention clearly in their quotation, applicable duties & taxes, which BHEL is required to pay as per GST regime.
- 5.2 Taxes and duties will be paid extra as applicable on the date/dates of contractual delivery or actual delivery whichever or lower.
- 5.3 Parties shall declare on their invoice, GSTIN, BHEL Bhopal GSTIN, HSN/SAC, CGST/SGST/IGST, Type of supplier as applicable and also communicate subsequent changes where ever not submitted.

- 5.4 Any loss / damages / penalties that are suffered by BHEL on any statutory Duties and levies due to delay in deliveries by the subcontractor shall be deducted from the subcontractor's bill/account.

6.0 BASIS OF EVALUTION:-

- 6.1 Only offers received before due date & time and meeting the terms and conditions of the enquiry will be considered.
- 6.2 All the offers shall be compared for individual item wise total cost to BHEL at BHEL Stores.
- 6.3 GST shall be taken wherever it is not indicated in the offer for arriving the price to BHEL Bhopal.

7.0 TERMS OF PAYMENT:-

As per BHEL norms, 100% payment shall be made within 90 days after receipt and acceptance of material at BHEL BHOPAL against Stores Receipt Voucher. Those who covered in MSMED act 2006 and proper documents already given to BHEL, they will be paid within 45 days. Any offer indicating payment terms other than stated above will be suitably loaded.

As per BHEL circular, to ensure the latest/updated/revised MSME status of supplier, please arrange to furnish any of the following documents to get the benefit of MSE act (i.e. micro or small).

- (i) Entrepreneurs Memorandum part II (EM II) Certificate with deemed validity of 2 years.
OR
(ii) EM II Certificate with Chartered Accountant (CA) Certificate as per prescribed format for the year. OR
(iii) Valid NSIC Certificate.

If you produce any of the above documents, then only you will be eligible for MSE benefits like payment within 45 days etc. under MSME Act 2006 & Public Procurement Policy for MSE, 2012.

8.0 DELIVERY PERIOD:-

Delivery period should be quoted in number of weeks/days. Delivery date of first lot will be 5 weeks from the date of issue of raw material.

9.0 Quantity Variation not applicable

10.0 MATERIAL ACCOUNTAL:-

- 10.1 It shall be the responsibility of vendors to check the raw materials received by them for quality & quantity and ensure its correctness before removing it from BHEL premises.
- 10.2 Any wrong material collected should be immediately informed to us for correction. Excess material collected should be immediately returned in the usable form.
- 10.3 Material issued for job work shall be taken back only in exceptional circumstances and upon written request of vendor with due justification.
- 10.4 In cases wherever availability of material becomes critical for certain work order, BHEL has the right to take back the balance material available with the vendor with due material account.
- 10.5 Free issue Material account shall be submitted by the vendor along with each supply. In case vendor fails to liquidate material account within 180 days / stipulated period as per the excise rules from the date of issue of material, then BHEL may recover the cost of material as mentioned in point sl. No 2.3 above.

- 10.6** In case of rejection of BHEL issued material, vendor must repair and return/ replace, as the case may be, within 60 days from the date of rejection failing which such rejection shall be treated as “BHEL material damaged” and BHEL may recover the cost of material as mentioned in point sl. no. 2.3 above .
- 10.7** Jigs, Fixtures, tools & measuring instruments (issued if any) should be returned immediately before submission of final FIMS (free issue material statement) in good condition, otherwise cost may be recovered. BHEL prefers price on FOR Door-delivery basis [including packing forwarding and to & fro transportation charges i.e. material lifting from BHEL, Bhopal to WORKS and from WORKS to BHEL, Bhopal]
- 11.0** **BANK GUARANTEE:-**
- Vendor to submit bank guarantee (BG) when BHEL will issue free issue material to them from any banks listed in BHEL consortium of banks , to cover the cost of material issued to them; as per BHEL norms ,BG submitted by the vendor must be en-cashable at Bhopal. Validity of BG should be extended from time to time, before expiry of the same, to ensure regular issue of material.
- 12.0** **SOLVENCY CERTIFICATE & UNDERTAKING CERTIFICATE:-** L1 Vendor has to necessary submit solvency & undertaking for free issue material during PO placement (For detail of BG, solvency & undertaking please refer instruction available in B2B).
- 13.0** **INSPECTION:-**
- Inspection would be done by BHEL at BHEL works as per drawing / QAP/ Spec as applicable.
- 15.0** **PENALTY :-**
- The delay in delivery would be subject to penalty @ 1/2% per week subject to max. 10% of PO value as per BHEL ' s standard PO terms and condition OR as revised by BHEL time to Time.
- 16.0** **BHEL RESERVES RIGHT TO CANCEL:-**
- 16.1** Our requirement part or full at any stage of the tender finalization (or) even after finalization of tender.
- 16.2** Or forfeit the chance in tender, if any vendor(s) found to be “unsatisfactory” during our assessment processes/non-compliance of statutory requirements etc. as required for “vendor registration” during/after the processes of finalization of contract.
- 16.3** The order(s), if any vendor (s) found to be “unsatisfactory” during our periodical assessment processes / review of assessment processes/ non-compliance of statutory requirements etc. as required for “vendor registration” during the execution of order(s).
- 16.4** Divert order(s) in case of non-submission/ delay in submission/delay in lifting the material/delay in completing the work/ in-sufficient amount of bank guarantee/non-execution of orders by vendor(s) at the risk and cost of vendor (s).
- 16.5** The contract or forfeit the chance in tender, if any vendor (s) disposed off units/found to be sick/ running under unrest/ declared insolvency /nonrenewal lease deed during/ after finalization process/ during the validity of the contract without assigning any reasons thereafter.
- 17.0** Any deviation to any points of this annexure or enquiry should be clearly mentioned in offer. Otherwise, it will be presumed that supplier agrees to these conditions.

(Archana Dhaker)
Dy Manager (ASC)