



BHEL, BHOPAL

TRANSFORMER MANUFACTURING DIVISION

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SPECIAL CONDITIONS**REV. 00**

(The Special conditions given hereunder, supersede the relevant terms & conditions given in "General Terms & Conditions and Statutory compliances", where ever applicable).

1.0 Tender submission

Before tendering, the tenderer is advised to inspect the site of work and the environments and be acquainted with the actual working and other prevalent conditions, facilities available etc. In case of any query/doubt on the tender specifications, bidder shall contact the concerned authority for clarification before tender submission. No claim will be entertained later on grounds of lack of knowledge.

No **condition** / **deviation** w.r.t. terms & conditions of the tender are acceptable.

Tenders can be submitted personally or by Speed post / Registered post with acknowledgment. Tenders should be posted with due allowance for any postal delay. The tenders received after the due date and time of submission shall be rejected, even if there is any postal delay.

2.0 Technical responsibilities:-

- a) **Skilled workers** having working experience of min 3 years in doing similar work or ITI with 1 year experience, shall be deployed to execute the above work.
- b) The work shall be done under the complete and full time administrative supervision of the firm.
- c) Payments by BHEL will be made on the basis of **Technology hrs** executed by the firm.
- d) Firm has to take responsibility to safe and satisfactory operation. Workers have to adhere to safety norms strictly. If any careless / casualty is noticed (at BHEL discretion) in the work, penalty will be imposed on the firm.
- e) Cleanliness of ISO Class-7 should be maintained in Hall. Clean Room Standard CR90028 to be followed.
- f) Workers / Supervisors have to complete the assigned work and quantity, as per BHEL directives and up to the satisfaction of shop executive.
- g) Quality Requirement :
 1. All assembly are to be passed by Shop-QC for Work measurement
 2. Workers are to be qualified as per BHEL requirement
 3. QA plan for Capacitor QAX/TCB/31/102
 4. Operating Instruction no. TRX/08024 & CR90034 to be followed.
- h) The contractor shall execute the work effectively as the job involves skilled personnel. One person per stage should be deployed.
- i) Dresses (including gloves and cap) & canvas shoes is to be provided by Contractor. Firm shall arrange all equipment's required for personnel safety of the workers as per BHEL Safety dept. norms
- j) Contractor has to keep proper cleaning of soldering stations and proper identification and storage of components of Soldering.
- k) The contractor shall have close liaison with the concerned shop in charge, supervisor for requirements, instructions, and guidelines

- l) The contractor's employees will be required to work in I, II and III shift timings as per the requirements.
- m) Contractor shall maintain the daily record of work carried out and get it signed by the concerned supervisor, the weekly records are to be submitted to the concerned shop executive for approval.
- n) The jobs will be approved by the concerned shop supervisor/ QC staff for completion and checks as per drawing/spec.

**3.0 The bidder shall follow BHEL norms prevailing for wages to be paid to the Contract workers as flashed by HR-CLC.
A copy of HR-CLC site for wages to be paid, is attached herewith.**

"Contractor shall ensure the payment of statutory minimum wages as well as additional wages recommended by BHEL".

"Contractor shall also ensure hike in statutory minimum wages in October month & April month with additional wages recommended by BHEL"

4.0 The bidder has to pay their workers through Bank to ascertain the wages paid after award of work.

5.0 The successful bidder should follow the set guide line of BHEL-HR (CLC), the final bill shall be released only after meeting all the compliances and payment of bonus to the workmen.

6.0 Rights of BHEL

- a) **The bidders offer may be rejected based on unsatisfactory past performance in any of the contracts of BHEL Bhopal or any of its units.**
- b) If the tenderer furnishes wrong information in his offer, BHEL reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Security Deposit.
- c) The incomplete/unsigned offers may be summarily rejected. The bidder should submit the complete offer in all respect with duly signed & sealed.
- d) BHEL reserves the right to cancel this tender, at any stage, without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action.
- e) BHEL reserves the right to accept the offers in part or full, cancel the Tender enquiry or short close the contract without assigning any reason.

(The terms and conditions as per **Works Policy -2016** and **latest BHEL/Government Rulings/Amendments** supersedes the relevant terms & conditions given in **Special conditions & "General Terms & Conditions and Statutory compliances"**, where ever applicable)



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ANNEXURE – “A”

LIST OF ACTIVITIES CARRIED OUT

(Copy of supporting documents like work order, Completion cum performance certificate /Running work order, is to be enclosed. as per NIT 3.3(i))

S.No.	Agency by whom awarded	Location of work	Activities performed	Date of completion

Name & signature of the bidder

(Seal)



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ANNEXURE – “B”

DECLARATION SHEET

I / We,
hereby certify that, all the information and data furnished by me / us with regard to this Tender Specification **NIT:** are true and complete to the best of my / our knowledge. I / We have gone through the NIT, “Special conditions” and “General terms & conditions and Statutory compliances” in detail and agree to comply with the requirements and intent of specification, without any condition or deviation.

I / We, hereby give undertaking that I / We will submit the Provident fund certificate to BHEL, before deployment of labours.

I / We, further certify that I/we are the duly authorised representative(s) of the under mentioned tenderer and a valid power of attorney to this effect is also enclosed.

Tenderer’s Name & Address:

Name & signature of the bidder
(Seal)



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SPECIAL CONDITIONS**REV. 00****ANNEXURE – “C”****CHECKLIST & SCHEDULE OF GENERAL PARTICULARS**

NOTE: - Bidder shall fill in the following details and no column should be left blank.

1	Name & Address of the Bidder	
2	Fax / Email Address	
3	Phone No. (Office)/ Mobile nos.	
4	Name & designation of the official of the tenderer to whom all the references shall be made	
5	Bidder's proposal No. & date	
6	Whether Tender fee submitted. Pl. give details (on line e-payment details).	
7	Whether EMD submitted (fresh EMD through online/One Time EMD). Pl. give details.	
8	Income tax PAN no., GSTIN	Yes / No
9	Submission of details as per Annexure “A”	Yes / No
10	Submission of balance sheet & profit and loss account and ITR for last 3years upto Mar-2019	Yes / No
11	Submission of performance certificate with work order copies.	Yes / No
12	Submission of signed and stamped downloaded copy of “NIT”, “Special conditions”, “General terms & conditions” & BHEL norms.	Yes / No
13	Submission of Attested copy of power of attorney if signed by person other than the owner.	Yes / No
14	Submission of Details about type of ownership of the firm	Yes / No
15	Submission of copy of ESI certificates, PF certificate (before deployment of labour), (Labour licence, as applicable, after award of work).	Yes / No
16	Submission of Declaration sheet (in the format Annexure –“B”)	Yes / No
17	Submission Of Undertaking(in the format Annexure – “D” from General terms & Conditions)	Yes / No
18	Submission of Part-II (Price bid) in a separate sealed envelope.	Yes / No

Signature of the Bidder with seal