

Annexure A

1. Bill of Entry filing (Applicable for foreign bidders)

Indian Customs has imposed a penalty on late filing of Bill of Entries (Air / Sea Shipments) by the importer @ INR 5,000/- per day (for Initial 03 days) & INR 10,000/- per day (thereafter). The maximum free time allowed for filing Bill of Entry is 24 hrs from the time of arrival of cargo at final port of discharge.

The vendor should furnish the Non-Negotiable Documents (Air Way Bill / Bill of Lading, Error free Commercial Invoice, Packing List, Certificate of Origin) by email and by post / courier to BHEL well in advance (ie. 5 days prior to landing in case of sea and 2 days prior to landing in case of Air) at final port of discharge.

Vendor will be held responsible for the penalty arising against late filing of Bill of Entry by BHEL due to-

- a. Non-availability of Non-Negotiable Documents (NND's) before the cargo arrival
- b. Discrepancy in documents
- c. Short landing of consignments (For shipments on CFR – Chennai Port)

For all shipments for the contracts (PO's) finalized on CFR Chennai port basis-

- a. Delivery Orders involving multiple agencies like liners / freight forwarders are not allowed. There must be a single agency office at the final discharge Port (Chennai) for issuing the Delivery Order to BHEL.
- b. Detention / demurrage charges arising due to the delay in collection of Delivery Orders from multiple agencies of liner / freight forwarder also whose offices are not at available Chennai, the same amount will be deducted from vendor's bills.
- c. Bill of Lading should clearly endorse the detention free period and the same should be honored by the freight forwarder and liner. Detention / demurrage if any due to non-acceptance of detention free period indicated in bill of lading will be to vendors account only.

Apart from the normal charges like Terminal handling charges, Container cleaning charges, Delivery Order charges at final port of discharge, other charges indicated in delivery order will not be borne by BHEL. The liner / freight forwarders should be properly communicated by the vendor not to claim such charges for issuing Delivery Order. If the liner / freight forwarder claims such charges in their invoices, the same amount will be deducted from the vendor's bill without any prior intimation in order to avoid the delay in Customs clearance. The likely additional / hidden costs or charges are-

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| a. CIC - Container Imbalance Charges / Surcharges | f. CDS - Currency Depreciation Surcharge |
| b. EIC - Equipment Imbalance Charge / Surcharges | g. ISPS - International Ship & Port Facility Security charges |
| c. CAF - Container / Currency Adjustment Factor | h. OHS - Origin handling Charges |
| d. BAF - Bunker adjustment Factor | i. Port Congestion Charge |
| e. RDS - Rupee Depreciation Surcharge | |

2. MSE preference for indigenous vendors

MSE suppliers can avail the intended benefits 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 the attested copy of CA certificate (Format enclosed at Annexure I where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part I in case of Two Part). 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 deficiency in the 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 Gazetted officer. This shall be applicable only for items with quantity more than 10 nos.

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3. Suspension of Business Dealing

In order to protect the commercial interests of BHEL, it becomes necessary to take action against suppliers / contractors by way of suspension of business dealings, who either fail to perform or are in default without any reasonable cause, cause loss of business / money / reputation, indulge in malpractices, cheating, bribery, fraud or any other misconduct or formation of cartels so as to influence the bidding process or influence the price etc. Suspension of Business Dealings could be in the form of “Hold” or “Banning” a supplier / contractor or a bidder or an applicant for registration as a registered supplier. For this purpose, the abridged version of guidelines hoisted at website http://www.bhel.com/vender_registration/vender.php (Suspension of business dealings with suppliers / contractors) is being followed across all BHEL units. Bidders shall keep themselves aware of these guidelines before submission of their quote.