



Bharat Heavy Electricals Limited

(A Govt. Of India Undertaking)

Power Sector, Eastern Region

BHEL Bhawan, Plot No. DJ-9/1, Sector- II,
Salt Lake City, Kolkata, WEST BENGAL, INDIA

Phone: 033-23398220, 23211690, FAX: 033-23211960

NOTICE INVITING TENDER (NIT)

OFFERS ARE INVITED FROM **REPUTED & EXPERIENCED BIDDERS ONLY** (MEETING PRE-QUALIFICATION CRITERIA AS MENTIONED) **THROUGH E-PROCUREMENT PORTAL** <https://bhel.abcprocure.com> **ONLY** for THE SUBJECT JOB BY THE UNDERSIGNED ON BEHALF OF BHARAT HEAVY ELECTRICALS LIMITED AS PER THE TENDER DOCUMENT. ISSUE OF TENDER TO ANY BIDDER SHALL NOT CONSTRUCT THAT THE BIDDER IS CONSIDERED TO BE QUALIFIED. FOLLOWING POINTS RELEVANT TO THE TENDER MAY PLEASE BE NOTED AND COMPLIED WITH.

Salient Features of NIT

SL NO	ISSUE	DESCRIPTION
i	E-TENDER NUMBER	PSER:PUR:MSX:154(X):083 Date 19/12/2019
ii	Broad Scope of job	"COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT AND FACILITY MANAGEMENT CONTRACT OF IT EQUIPMENT & SERVICES OF BHEL: PSER FOR A PERIOD OF ONE (01) YEAR".
iii	DETAILS OF TENDER DOCUMENT	
a	Volume-IA	General conditions of contract (Supply) Not Applicable
b	Volume-IB	General conditions of contract (Service) Applicable
c	Volume-IC	Special conditions of contract (Supply) Not Applicable
d	Volume-ID	Special conditions of contract (Service) Applicable
e	Volume-IE	Forms and Procedures etc. Applicable
f	Volume-IF	Technical Conditions of Contract (TCC) Applicable
g	Volume-III	Price Schedule Applicable
iii	ISSUE OF TENDER DOCUMENTS	a) Online through e-procurement platform at https://bhel.abcprocure.com b) In BHEL website (www.bhel.com & CPP Portal) : For tender view purpose only 1. Applicable 2. Applicable
iv	DUE DATE & TIME OF OFFER SUBMISSION	Date: 30/12/2019, Time: 15-00 Hrs. IST (Offer to be submitted online only through e-procurement platform at https://bhel.abcprocure.com) Applicable
v	TECHNO-COMMERCIAL BID OPENING OF TENDER	Date: 30/12/2019, Time: 16-00 Hrs. IST (online only through e-procurement platform at https://bhel.abcprocure.com , participating bidders may witness the same online only) Applicable
vi	EMD AMOUNT	Rs. 73,631.00 (Rupees Seventy Three Thousand Six Hundred and Thirty One Only) Applicable
vii	COST OF TENDER	-- Not Applicable
viii	LAST DATE FOR SEEKING CLARIFICATION	Date: 27/12/2019 Applicable

ix	SCHEDULE OF Pre Bid Discussion (PBD)	If any, shall be intimated through Tender Change Notice (TCN)	Not Applicable
x	INTEGRITY PACT & DETAILS OF INDEPENDENT EXTERNAL MONITOR (IEM)	--	Not Applicable
xi	Latest updates	Latest updates on the important dates, Amendments, Correspondences, Corrigenda, Clarifications, Changes, Errata, Modifications, Revisions, etc to Tender Specifications will be hosted in BHEL webpage (www.bhel.com →Tender Notifications →View Corrigendum & CPP Portal →Tender Notice & E-PROCUREMENT PORTAL https://bhel.abcpocure.com). Bidders to keep themselves updated with all such information.	Shall be intimated to bidder

The offer shall be submitted as per the instructions of tender document. Only One set of tender document (**in original, downloaded from website**) signed by authorised company rep. of bidder and stamped on each page shall be submitted as detailed further, as given below. Bidders to note specifically that all pages of tender document, including these NIT pages etc. appearing in the website for this particular tender shall be submitted by them (after signing/stamping on each page) as a part of their offer. **Price shall not be mentioned by them anywhere in the techno-commercial portion of offer. Price shall be mentioned in the relevant price schedule only and to be submitted in e-procurement portal/platform in the form and manner mentioned in tender.**

For E-PROCUREMENT ASSISTANCE & TRAINING, M/s E-PROCUREMENT TECHNOLOGIES LIMITED HELPDESK PERSONS AS PER FOLLOWING: -

- Mr. Swapnil Hamilton, Support Executive, Ph: +91 7940270549, e-mail ID: swapnil.h@eptl.in
- Mr. Hardik Oza, Support Executive, Ph: +91 7940270560, e-mail ID: hardik.oza@eptl.in
- Mr. Ankur Bhatt, Support Executive, Ph: +91 7940270590, e-mail ID: ankur.bhatt@eptl.in
- Mr. Prashant Rajyaguru, Asst. Manager - Implementation & Support, Ph: +91 7940270545 / 08160087732/ 09016859416, e-mail ID: prashant@eptl.in

or for any difficulty in downloading the tender from internet website, they should contact this office DY.MANAGER, Purchase or AGM, Purchase Phone no. 033-23398225/8220). No alteration/changes by bidders is permitted in the tender/NIT appeared in the website.

- Successful bidder shall have to submit additional set of tender/sign on tender document provided by BHEL, if so decided by BHEL.
- This is an E-tender floated online through our E-Procurement Site <https://bhel.abcpocure.com>. The bidder should respond by submitting their offer online only in our e-Procurement platform at <https://bhel.abcpocure.com>. Offers are invited in two-parts only. No Hard copy bid or bids through email/ fax shall be accepted. Bids are invited in two parts & shall be submitted as described below:**

OFFER DESCRIPTION	DOCUMENTS TO BE UPLOADED & MODALITY OF UPLOADING
TECHNICAL OFFER	1.Scanned copy of Covering letter of offer (To be attached in Attachment section) 2. Scanned copy of Entire tender documents signed & stamped in each page by authorized representative of the bidder except price bid (To be attached in Attachment section). 3. Scanned copy of Techno-Commercial Offer (To be attached in Attachment section) 4. Duly filled all annexures except price & unpriced format (To be attached in Attachment section). 5. Copy of records notes of Pre-Bid Conference, if applicable/ pre-bid MOM. (To be attached in Attachment section) 6. Copy of Tender change notice (TCN), if applicable (To be attached in Attachment section) 7. All supporting documents/ Annexures etc. as applicable (To be attached in Attachment section). 8. No deviation certificate in bidder's letterhead as per format given in Tender (To be attached in Attachment section).
PRE-QUALIFICATION PART	9. Pre-qualifying documents with all credentials as per tender. (To be attached in PQ Attachment section)
UNPRICED PRICE BID	10. Price schedule–Unpriced but mentioning only quoted / unquoted against each item as per tender. (To be attached in Unpriced bid Attachment section)
PRICE BID	11. Duly filled in Price Schedule as per tender. (To be attached in price bid Attachment section) Any other document uploaded in the price bid, apart from tendered Price schedule, shall not be taken into cognizance for evaluation of offer.

SPECIAL NOTE:

- A)** Offer & documents submitted with the offer shall be signed and stamped in each page by authorised representative of the bidder. No overwriting/correction in tender documents by bidders shall be allowed. However, if correction is unavoidable, the same may be signed by authorized signatory.
- B)** All documents / Annexures submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.
- 3.0 No deviation with respect to tender clauses and no additional clauses/ suggestions/clarification in Techno-commercial bid/Price bid shall normally be considered by BHEL. Bidders are requested to positively comply with the same. Offers with deviation are liable for rejection.
- 4.0 BHEL reserves the right to accept or reject any or all offer without assigning any reasons thereof. BHEL also reserve the right to cancel the tender wholly or partly without assigning any reason thereof. BHEL also reserve the right to split/part award the job. Also, BHEL shall not entertain any correspondence from bidders in this matter (except for the refund of EMD).
- 5.0 Since the job shall be executed at site, the bidders must visit site/ work area and study the job content, facilities available, availability of materials, prevailing site conditions including Law and

- Order situation, applicable Wage structure, Wage rules, present condition of machines etc. before quoting for this tender. They may also consult this office before submitting their offers, for any clarifications regarding scope of work, facilities available at sites or on terms and conditions. No additional claim shall be entertained by BHEL in future, on account of non-acquaintance of site/machine conditions at the time of bidding.
- 6.0 For any clarification on the tender document, you may seek the same in writing or through e-procurement portal/platform as per specified format within the last date of seeking clarification as per tender. BHEL shall not be responsible for receipt of queries after due date of seeking clarification due to postal delay, and receipt of any query after due date shall not be entertained.
- 8.0 BHEL may decide holding Pre-bid Discussion [PBD] with all intending bidders. On such communication from BHEL, the bidder shall ensure participation for the same at the appointed time, date and place as may be decided by BHEL. Outcome of PBD (if any) shall also form part of tender.
- 9.0 In case of absence of any queries from bidder(s), their quoted price will be PRESUMED to be final and complete with reference to the tender documents (including Tender change notes (TCNs), clarifications, corrigendum issued by BHEL, if any). Bidders are requested to study the tender documents in detail and prepare their queries/clarifications accordingly. All such queries / clarifications shall be cleared/replied by BHEL. Such clarification letters, corrigendum and/or Tender change notes (TCNs), if issued by BHEL, shall form part of tender document.
- 10.0 In the event of any conflict between requirement of any clause of this specification/ documents /drawings /data sheets etc. or requirements of different codes/ standards specified/ contradictions between any two clauses of tender document, the same to be brought to the knowledge of BHEL by bidders in writing for clarification before due date of seeking clarification, otherwise, more stringent requirement as may be interpreted by BHEL shall prevail and shall be binding on you. Any typing error/missing pages/ other clerical errors in the tender documents, noticed by you must be pointed out before submission of offer, or else, BHEL's interpretation shall prevail & binding on you.
- 11.0 Unless specifically mentioned otherwise, bidder's quoted price shall deemed to be in compliance with tender including PBD.
- 12.0 Tender document containing above mentioned volumes shall be signed & stamped in all pages including this covering letter. Price bid shall be furnished in the specified format enclosed with the tender. Any additional copy, if required, may be taken by photocopying from the tender document given in the web.
- 13.0 **The Bidder has to satisfy the Pre-Qualifying Requirements stipulated for this Tender in order to be qualified. The Price Bids of only those bidders will be opened, who will qualify for the subject job on the basis of pre-qualification evaluation & Techno-Commercial bids etc. BHEL reserves the right to reject the bidders with unsatisfactory past performance in the execution of a contract. BHEL's decision in this regard shall be final & binding.**
- 14.0 While BHEL reserve the right to open the price bid of the offers in camera, the date & time to open the PRICE BID, tender opening shall be intimated to the bidders in case BHEL decides it to be 'Public opening' and in such a case, one authorised representative of the bidder shall be allowed to attend.
- 15.0 Price Bids shall be evaluated in the manner as prescribed in Price Schedule. However, Unit Rates shall also be furnished if applicable in the Price Schedule.

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- 16.0 *Bid should be free from correction, overwriting, using corrective fluid, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection.*
- 17.0 *Bidders are required to submit their BEST price as per tender Price Schedule format in e-procurement portal/platform in the form & manner as mentioned in tender.*
- 18.0 *"BHEL reserves the right to go for Reverse Auction (RA) (Guidelines as available on www.bhel.com) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno- commercial evaluation. Bidders to give their acceptance with the offer for participation in RA. Non- acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.*
- 19.0 *Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit 'Process compliance form' (to the designated service provider) as well as 'Online sealed bid' in the Reverse Auction. Non-submission of 'Process compliance form' or 'Online sealed bid' by the agreed bidder(s) will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com).*
- 20.0 *The bidders have to necessarily submit online sealed bid less than or equal to their envelope sealed price bid already submitted to BHEL along with the offer. The envelope sealed price bid of successful L1 bidder in RA, if conducted, shall also be opened after RA and the order will be placed on lower of the two bids (RA closing price & envelope sealed price) thus obtained. The bidder having submitted this offer specifically agrees to this condition and undertakes to execute the contract on thus awarded rates.*
- In case of enquiry through e-procurement portal/platform, the sealed electronic price bid (e-bid) is to be treated as sealed envelope bid.*
- 21.0 *If it is found that L1 bidder has quoted higher in online seal bid in comparison to envelope sealed bid for any item(s), the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit, it will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com).*
- 22.0 *Reverse Auction is the type of auction typically conducted to buy goods / items over Internet in which the lowest price bidder wins. In case, the bidders are willing to know the details about the methodology, they may please contact HEAD/PURCHASE OR DY. ENGINEER /PURCHASE, BHEL, KOLKATA.*
- 23.0 *However, if Reverse Auction process is not adopted or Reverse Auction is unsuccessful as defined in the RA rules/procedures, or for whatsoever reason, then the 'PRICE BID' and price impacts (if any), already submitted in e-procurement portal/platform, submitted by the bidder shall be opened for deciding the successful bidder, as per BHEL's standard practice. BHEL's decision in this regard will be final and binding on bidder.*
- 24.0 *Bidders are requested to note that the accepted / agreed tender terms (technical, commercial or on Reverse Auction) in their original offer can not be altered / withdrawn by their own during the processing of tender.*

- 25.0 The Bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.
- 26.0 The offers of the bidders who are on the banned list as also the offer of the bidders, who engages the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL web site www.bhel.com.
- 27.0 The bidder shall submit documents in support of possession of 'Qualifying Requirements' duly self certified and stamped/ digitally signed (as applicable) by the authorized signatory, indexed and properly linked in the format for PQR. In case BHEL requires any other documents/proofs, these shall be submitted immediately.
- 28.0 The bidder may have to produce original document for verification if so decided by BHEL.
- 29.0 **Suspension of Business dealings with Suppliers/ Contractors:** BHEL reserves the right to take action against contractors who fail to perform or indulge in malpractices, by suspending business dealings with them as detailed in Annexure-5.
- 30.0 "For this procurement, Public Procurement (Preference to Make in India), Order 2017 dated 15/06/2017, 28/05/2018, 29/05/2019 and subsequent Orders issued by respective Nodal Ministry (Order dtd. 29/08/2018) shall be applicable even if issued after issue of this NIT but before finalization of contract/PO/WO against this NIT. In the event of any Nodal Ministry prescribing higher or lower percentage of purchase preference and/ or local content in respect of this procurement, same shall be applicable".
- 31.0 "MSE suppliers can avail the intended benefits in respect of the procurements related to the Goods and Services only (Definition of Goods and Services as enumerated by Govt. of India vide Office Memorandum F. No. 21(8)/2011-MA dtd. 09/11/2016 office of AS & DC, MSME) 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) /Udyog Aadhar Memorandum(UAM) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed at Annexure-B 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 1 in case of two part bid). 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 a Gazetted officer."

Any Bidder falling under MSME category, shall furnish the following details & submit documentary evidence/Govt. Certificate etc. in support of the same along with their techno-commercial offer: -

Type under MSME	SC/ST owned	Women owned	Others
Micro			
Small			
Medium			

Note: - If the bidder does not furnish the above, offer shall be processed construing that the bidder is not falling under MSME category.

32.0 Order of Precedence: In the event of any ambiguity or conflict between the Tender Documents, the order of precedence shall be in the order below: -

- i. Amendments/Clarifications/Corrigenda/Errata/Tender change notice (TCN) etc. issued in respect of the tender documents by BHEL
- ii. Notice Inviting Tender (NIT)
- iii. Price Schedule-Volume-III
- iv. Technical Conditions of Contract (TCC)-Volume-IF & Annexure-BOCW
- v. Special Conditions of Contract (SCC)-Volume-ID
- vi. General Conditions of Contract (GCC)-Volume-IB
- vii. Forms and Procedures-Volume-IE

All the bidders are requested to note that all the errata / technical clarifications / corrigendum / extension etc. shall be published THROUGH E-PROCUREMENT PORTAL <https://bhel.abcprocure.com> and in website www.bhel.com & <http://eprocure.gov.in> . As such, all the bidders are requested to be in continuous touch with these websites.

for BHARAT HEAVY ELECTRICALS LTD.

DY MANAGER (PURCHASE)

Agency	Contact details	
BHEL, PSER, Kolkata	Address	BHARAT HEAVY ELECTRICALS LIMITED, POWER SECTOR – EASTERN REGION 2ND FLOOR, BLOCK-DJ, PLOT- 9/1, SECTOR, SALT LAKE CITY, KOLKATA – 700 091
	Phone no.	033-23398225, 23398220, 23211690
	FAX no.	033-23211960
	E-mail ID	malini@bhel.in , sukhen@bhel.in
M/s E-PROCUREMENT TECHNOLOGIES LIMITED	For E-PROCUREMENT ASSISTANCE & TRAINING, M/s E-PROCUREMENT TECHNOLOGIES LIMITED HELPDESK PERSONS AS PER FOLLOWING: - Bhel.Support@abcProcure.com 1) Mr.Swapnil Hamilton, Support Executive, Ph: +91 7940270549, e-mail ID: swapnil.h@eptl.in 2) Mr. Hardik Oza, Support Executive, Ph: +91 7940270560, e-mail ID: hardik.oza@eptl.in 3) Mr.Ankur Bhatt, Support Executive, Ph: +91 7940270590, e-mail ID: ankur.bhatt@eptl.in 4) Mr.Prashant Rajyaguru, Asst. Manager - Implementation & Support, Ph: +91 7940270545 / 08160087732/ 09016859416, e-mail ID: prashant@eptl.in	

Enclosures:

01. Annexure-1: Pre qualification Criteria.
02. Annexure-2: No Deviation Certificate
03. Annexure-3: Format for seeking clarification
04. Annexure-4: General Terms & conditions for Reverse Auction
05. Annexure-5: Suspension of business dealing with Suppliers
06. Annexure-6: Certificate by Chartered Accountant
07. Annexure-7: Format for Declaration for Relation in BHEL.
08. Annexure-BOCW (Specific clause wrt BOCW Act & Cess Act)
09. Tender documents

ANNEXURE-1**Pre-Qualification Criteria****(A) Technical**

1. Bidder should have ISO 9001:2015 certification. Bidder should submit valid documentary evidence for the same.
2. Bidder should be ISO 27001:2013 certified company. Bidder should submit valid documentary evidence for the same.
3. Bidder should have executed*
 - Annual Maintenance Contract (AMC)**
 - OR**
 - Maintenance Service of IT Equipment**
 - OR**
 - Annual Maintenance Contract (AMC) AND Facility /Infrastructure Management Service**
 - OR**
 - Maintenance Service of IT Equipment AND Facility /Infrastructure Management Service**
 in any Central Government Organizations or Central Government Companies or State Government Organizations or State Government Companies or Central Government PSUs or State Government PSUs or Multi-National Companies of various IT Equipment as follows: --
 - a) **Desktops / PCs** (Reputed Make like HP / IBM / HCL / Dell / Lenovo / Compaq etc. having minimum quantity 172 nos.)
 - b) **Servers** (Reputed Make like HP / IBM etc. having minimum quantity 5 nos.)
 - c) **Laptops** (Reputed Make like HP / Dell / Lenovo / IBM / Apple / ACER etc. having minimum quantity 06 nos.)
 - d) **Network Switches** (Reputed Make like Cisco / HP / 3Com / D Link etc. having minimum quantity 19 nos.)
 - e) **Printers / Plotters / Multifunction Devices** (Reputed Make like HP / Canon / Brother / EPSON etc. having minimum quantity 25 nos.)
 - f) **Scanners** (Reputed Make like HP / Canon / EPSON / Fujitsu etc. having minimum quantity 9 nos.)
 - g) **Projectors** (Reputed Make like BENQ / MITSUBISHI / INFOCUS / GLOBUS INFOCOM / TAXAN etc. and having minimum quantity 6 nos.)
 - h) **UPS** (Reputed Make like EMERSON / ITON / APC / SCHENIDER / MICROTECH / INTEX / ZEBRONICS etc. having minimum quantity 4 nos. and capacity of each having minimum 6 KVA)

*The word executed means **either** (the job having minimum contract period of 01 year has been completed) **or** (the job is under execution for at least 01 year) within last 05 years ending on latest due date of submission of offer. Bidder may comply the above by submitting order copies not more than 04 nos. Bidder shall submit copy of Work Order & completion certificate/documentary evidence issued by the client/end user in support of above along with details of customer contact.

Note:

Consortium / JV bidding is not allowed

After satisfactory fulfilment of all the above criteria / requirement, offer shall be considered for further evaluation as per NIT

(B) Financial

4. (a) BIDDER SHOULD HAVE AVERAGE ANNUAL TURNOVER OF MINIMUM **Rs 11.05 LAKHS** DURING THE LAST 3 (THREE) FINANCIAL YEARS, ENDING ON 31-03-2019 AND SHOULD HAVE POSITIVE NET WORTH AS ON LATEST AUDITED ACCOUNTS AS SUBMITTED FOR PARA 4 (C).

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- (b) BIDDER MUST HAVE EARNED PROFIT IN ANY 1 (ONE) OF THE LAST 3 (THREE) FINANCIAL YEARS ENDING ON **31-03-2019**. AUDITED BALANCE SHEET AND PROFIT & LOSS ACCOUNT OF THE COMPANY FOR LAST 3 (THREE) FINANCIAL YEARS, ENDING ON **31-03-2019** NEED TO BE SUBMITTED IN SUPPORT OF ABOVE.
- (c) IN CASE AUDITED BALANCE SHEET AND PROFIT & LOSS ACCOUNT HAS NOT BEEN SUBMITTED FOR ALL 3(THREE) YEARS INDICATED ABOVE THEN THE APPLICABLE FINANCIAL AUDITED STATEMENTS SUBMITTED BY THE BIDDERS AGAINST THE REQUISITE 3 (THREE) YEARS WILL BE AVERAGED FOR 3 (THREE) YEARS.
- (d) IF FINANCIAL STATEMENTS ARE NOT REQUIRED TO BE AUDITED STATUTORILY, THEN INSTEAD OF AUDITED FINANCIAL STATEMENT, FINANCIAL STATEMENTS ARE REQUIRED TO BE CERTIFIED BY CHARTERED ACCOUNTANT.
5. BIDDER SHOULD HAVE VALID PAN AND VALID GSTIN CERTIFICATE. RELEVANT SUPPORTING DOCUMENTS SHALL BE SUBMITTED BY THE BIDDER.

Note:

- (i) Consortium / JV bidding is not allowed
- (ii) After satisfactory fulfilment of all the above criteria / requirement, offer shall be considered for further evaluation as per NIT

ANNEXURE-2
NO DEVIATION CERTIFICATE
(TO BE SUBMITTED IN BIDDER'S LETTERHEAD)

BHARAT HEAVY ELECTRICALS LIMITED,
Power Sector - Eastern Region,
Plot no 9/1, DJ Block, Sector – II, Salt Lake City,
Kolkata – 700 091

Sub	No Deviation Certificate.	
Job	“COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT AND FACILITY MANAGEMENT CONTRACT OF IT EQUIPMENT & SERVICES OF BHEL: PSER FOR A PERIOD OF ONE (01) YEAR”.	
Ref	1.0	Tender No.: PSER:PUR:MSX:154(X):083 Date 19/12/2019
	2.0	Other references (if any).

Dear Sir,

With reference to above tender, this is to confirm you that we have gone through each and every terms and conditions mentioned in the enquiry (Terms and Conditions) and we offer our unqualified acceptance of the same.

We also confirm that we have not changed/modified the tender documents as appeared in the website/newspapers and in case of observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT *and confirm our acceptance to **reverse auctioning process*** and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender and NIT.

It is also confirmed that the price has been quoted in the format received with the enquiry. We confirm that, we do not have any objections to splitting the quantity among the different bidders by BHEL and price shall remain firm till the completion supply of full ordered quantity.

Any deviation found subsequently at any time during execution of order shall be treated null and void.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorised
representative of the contractor)

ANNEXURE-3
FORMAT FOR SEEKING CLARIFICATION

Job:	"COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT AND FACILITY MANAGEMENT CONTRACT OF IT EQUIPMENT & SERVICES OF BHEL: PSER FOR A PERIOD OF ONE (01) YEAR".			
Tender No.:	Tender No.: PSER:PUR:MSX:154(X):083 Date 19/12/2019			
Sl. no	Reference clause of tender document	Existing provision	Bidder's query	BHEL's clarification

ANNEXURE-4
TERMS & CONDITIONS OF REVERSE AUCTION

Against this enquiry for the subject item/ system with detailed scope of supply as per enquiry specifications, BHEL may resort to "REVERSE AUCTION PROCEDURE" i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit 'online sealed bid' in the Reverse Auction. Non-submission of 'online sealed bid' by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.
3. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
4. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
5. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.
6. Bidders have to fax the Process Compliance form (**Annexure-III of Business Rule Document of Reverse Auction – shall be shared to bidders along with intimation of RA schedule**) before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
7. In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, GST and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.
8. Reverse auction will be conducted on scheduled date & time.
9. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.
10. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, (**as per Annexure-IV of Business Rule Document of Reverse Auction**) as provided on case-to-case basis to Service provider within two working days of Auction without fail.
11. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice.
12. Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the 'Business Rules of Reverse Auction', which will be communicated before the Reverse Auction.
13. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
14. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
15. In case BHEL decides to go for reverse auction, the H1 bidder (whose quote is highest in online sealed bid) will not be allowed to participate in further RA process provided minimum three bidders are left after removal of H1 bidder. In case of tie for H1 bid (identical online sealed bids), 15 minutes' additional time shall be provided and all the participating bidders shall be informed by mail/message on bidding screen to enable bidders submit revised online sealed bids so as to break the tie.
16. In case H1 bidder happen to be MSE and was removed from further bidding but is within L1 + 15% band, then this bid shall also be considered and to be processed in line with 'Public Procurement Policy for Micro & Small Enterprises (MSEs) order, 2012'.

ANNEXURE-5

1.0	<u>Suspension of Business dealings with Suppliers/ Contractors</u>
1.1	BHEL reserves the right to take action against Suppliers/ Contractors who fail to perform or indulge in malpractices, by suspending business dealings with them.
1.2	Suspension of business dealings with Suppliers/ Contractors could be in the form of following: -- a) Hold within the unit for specific item(s)/ material category(ies)/ type of work(s) for one year. b) Hold within the unit for all item(s)/ material category(ies)/ type of work(s) for two years c) Banning across BHEL for all items/ material category(ies)/ type of work(s) for three years. The Supplier may be either put on hold or banned, as detailed hereinafter on the basis of one or more of the category wise reasons as enumerated hereunder.
1.4	Hold within the unit for a specific item(s)/ material category(ies)/ type of work(s) shall be imposed in the following cases, if i) In the last three consecutive supplies of a specific material category, average quality rating, as provided in the supplier performance rating (SPR) as per SEARP, falls below 80% of the quality weightage. This is irrespective of supplies against PO(s) having single/ multiple delivery schedules. Note: Not applicable in cases for erection works of Power Sector Regions, where separate guidelines for evaluation of capacity of bidders is being followed. ii) Two consecutive delays, for reasons of delay attributed to the Supplier, in execution of the contracts where delay occurred is such that a) prescribed maximum LD time limits of the contracts is exceeded or b) delay period has equaled/ exceeded half the original delivery period specified in the contracts whichever among the above is earlier. iii) a) Overall SPR (Supplier Performance Rating) in that particular Unit in line with SEARP falls below 60% of the specific material category. b) Bids of contractors (in PS-MSX portal) shall not be considered (if average score of last six months falls 60% or below as per guidelines for evaluation of capacity of bidders formula). Note: – for (b), No specific period of hold shall be applicable. iv) Supplier works are under strike/ lockout for a period of more than three months.

1.4	Hold within the unit for all item(s)/material category(ies)/ type of work(s) shall be put in the following cases, if i) Supplier tampers with tendering procedure affecting ordering process. ii) Supplier has misused BHEL documents/ drawings/ technical information or has breached the confidentiality agreement with BHEL. iii) after placement of order, Supplier fails to execute the contract. iv) within warranty period as per contract, Supplier continues to supply low/ less/ non-performing equipment/ services, repetitive failures, remains non-responsive. v) Wherever risk purchase clause (amounting to more than 5% of contract value) has been invoked.
1.4	Banning across BHEL shall be imposed in following cases, if
1.4.1	i) After price bid opening but before placement of order, Supplier withdraws his offer or varies it in any manner within the validity period. ii) Supplier is found to be responsible for submitting fake/ false/ forged documents, certificates, or information or misrepresentation/ wilful suppression of facts, or has resorted to unethical, illegal means. iii) In spite of warnings, the Supplier persistently violates or circumvents the provisions of labour laws/ regulations/ rules or other statutory requirements. iv) Supplier is found to be involved in cartel formation or in any other act so as to influence the bidding process or influence the price. v) The Supplier has indulged in malpractices or misconduct such as bribery, corruption and fraud, pilferage, coercion etc. vi) The Supplier is found guilty by any court of law for criminal activity/ offences involving moral turpitude in relation to business dealings. vii) Supplier is found to have obtained any internal information/ documentation of BHEL by unauthorized means. viii) The foreign Principals along with the representing Agent shall be banned together if information submitted by them about their precise relationship, commission/ remuneration etc. payable/ receivable and other particulars as asked by BHEL, as per the extant guidelines regarding dealing with Agents of Foreign Suppliers is found false/ incorrect, at any stage. ix) Supplier has substituted, damaged, failed to return, or unauthorizedly disposed off free issue materials/ tools etc. of BHEL.
1.4.2	A Supplier can also be banned with the approval of Director (E, R&D) provided a direction to this effect has been received from the administrative ministry of the Government.

Note: Above shall be applicable along with **Guidelines for “Suspension of Business dealings with Suppliers/ Contractors”** available in BHEL website <http://www.bhel.com>. These shall form part of tender documents.

ANNEXURE-6**Certificate by Chartered Accountant on letter head**

This is to Certify that M/S
 (hereinafter referred to as 'company') having its registered office at is
 registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part-II)
 dtd:..... ,
 Category: (Micro /Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year as per MSMED Act 2006 is as follows:

1. For Manufacturing Enterprises: Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.I722(E) dated October 5, 2006 :

Rs..... Lacs

2. For Service Enterprises: Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:

Rs..... Lacs

(Strike off whichever is not applicable)

The above investment of Rs Lacs is within permissible limit of Rs.....Lacs for..... Micro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide 5.0. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name-

Membership number –

Seal of Chartered Accountant

ANNEXURE-7DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration for relation in BHEL**

Ref : 1) NIT/Tender Specification No:,

I/We hereby submit the following information pertaining to relation/relatives of Proprieter/Partner(s)/Director(s) employed in BHEL.

Tick (√) any one as applicable:

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)

(ii)

Signature of the Authorized Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable against the Bidder/Contractor.

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ANNEXURE-BOCW

1. It shall be the sole responsibility of the contractor as employer to ensure compliance of all the statutory obligations under the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder.
2. It shall be sole responsibility of the contractor engaging Building Workers in connection with the building or other construction works in the capacity of employer to apply and obtain registration certificate specifying the scope of work under the relevant provisions of the Building and Other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 from the appropriate Authorities.
3. It shall be responsibility of the contractor to furnish a copy of such Registration Certificate within a period of one month from the date of commencement of Work.
4. It is responsibility of the contractor to register under the Building and other Construction Workers' Welfare Cess Act, 1996 and deposit the required Cess for the purposes of the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 at such rate as the Central Government may , by notification in the Official Gazette, from time to time specify. However, before registering and deposit of Cess under the Building and other Construction Workers' Welfare Cess Act, 1996, the contractor will seek written prior approval from the Construction Manager.
5. In case where the contractor has been accorded written approval by the Construction Manager and the contractor is required to furnish information in Form I and deposit the Cess under the Building and other Construction Workers' Welfare Cess Act, 1996, fails to do so, BHEL reserves right to impose penalty at the rate of 30% of Cess Amount.
6. It shall be sole responsibility of the contractor as employer to get registered every Building Worker, who is between the age of 18 to 60 years of age and who has been engaged in any building or other construction work for not less than ninety days during the preceding twelve months as Beneficiary under the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996.
7. It shall be sole responsibility of the contractor as employer to maintain all the registers, records, notices and submit returns under the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder.
8. It shall be sole responsibility of the contractor as employer to provide notice of poisoning or occupation notifiable diseases, to report of accident and dangerous occurrences to the concerned authorities under the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and the rules made thereunder and to make payment of all statutory payments & compensation under the Employees' Compensation Act, 1923.
9. It shall be responsibility of the Contractor to furnish BHEL on monthly basis, Receipts/Challans towards Deposit of the Cess under the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder along with following statistics :
 - (i) Number of Building Workers employed during preceding one month.
 - (ii) Number of Building workers registered as Beneficiary during preceding one month.
 - (iii) Disbursement of Wages made to the Building Workers for preceding wage month.
 - (iv) Remittance of Contribution of Beneficiaries made during the preceding month
10. BHEL shall reimburse the contractor the Cess amount deposited for the purposes of the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 under the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder. However, BHEL shall not reimburse the Fee paid towards the registration of establishment, fees paid towards registration of Beneficiaries and Contribution of Beneficiaries remitted.
11. It shall be responsibility of the Building Worker engaged by the Contractor and registered as a beneficiary under the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 to contribute to the Fund at such rate per mensem as may be specified by the State government by notification in the Official Gazette. Where such beneficiary authorizes the contractor being his employer to deduct his contribution from his monthly wages and to remit the same, the contractor shall remit such contribution to the Building and other construction Workers' Welfare Board in such manner as may be directed by the Board , within the fifteen days from such deduction.
12. If any point of time during the contract period, non-compliance of the provisions of the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder is observed, BHEL reserves the right to withhold a reasonable amount from the payables to discharge any obligations on behalf of Contractors. The reasonable amount shall be decided by the Construction Manager in consultation with Resident Accounts Officer & Head HR and shall be final.
13. The contractor shall declare to undertake any liability or claim arising out of employment of building workers and shall indemnify BHEL from all consequences / liabilities /penalties in case of non compliance of the provisions of the Building and other Construction Workers' (Regulation of Employment and Conditions of Service) Act, 1996 and the Building and other Construction Workers' Welfare Cess Act, 1996 and the rules made thereunder.

VOLUME-IF TECHNICAL CONDITIONS OF CONTRACT (TCC)**LIST OF ANNEXURES OF TCC:**

- Annexure-I: SCOPE OF WORK
- Annexure-II: ASSET LIST
- Annexure-III: LAN NODES TO BE COVERED UNDER AMC & FM)-MAIN AND OPTIONAL SCOPE
- Annexure-IV: LOCATIONS TO BE COVERED UNDER FM
- Annexure-V: REPORTS TO BE GENERATED BY AMC & FM VENDOR AS PER SLA OF THE CONTRACT
- Annexure-VII: NON DISCLOSURE AGREEMENT
- Annexure-VIII: NAME OF THE STATES / UNION TERRITORIES FOR WHICH OPTIONAL RATES NEEDED FOR FM SERVICES
- Annexure-X: LIST OF CONSUMABLES WHICH ARE TO BE EXCLUDED FROM AMC
- Annexure-XI: LIST OF VALID IDENTITY AND ADDRESS PROOF DOCUMENTS

ANNEXURE-I:SCOPE OF WORK**COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT AND FACILITY MANAGEMENT CONTRACT OF IT EQUIPMENT & SERVICES OF BHEL: PSER FOR A PERIOD OF ONE (1) YEAR****1. Nature of work**

- (A) **AMC of IT Equipment**: The job calls for rendering services towards preventive and breakdown maintenance for all locations of PSER (included in the scope of the contract) of various hardware like Servers, PCs, Laptops, Printers, Scanners, Plotters, Multifunctions Devices, Routers, Switches, Storage Devices, UPS, and other peripherals of computers (henceforth called M/Cs) of PSER.
- (B) **AMC of LAN Nodes**: As a part of maintenance of LAN nodes of PSER, the vendor shall provide preventive and breakdown maintenance of Various LAN nodes including manpower support, spares, services & replacement of faulty LAN materials like UTP Cable, IO, face plate & patch panel (on case to case basis).
- (C) **Facility Management**: As part of the facility management, the vendor shall provide services of trained and qualified personnel at PSER in order to ensure the uptime and service availability requirements as specified in scope of work. The vendor will coordinate the activities of these Support Personnel and a register (online/offline) of complaints will be maintained where all breakdown calls will be logged. The Vendor shall provide services of on-site Support Personnel at BHEL, PSER Head office, and PSER sites as required. The on-site/off-site (if required) Support Personnel should also be available during odd hours for any critical needs.

2. Definitions:

Bharat Heavy Electricals Limited (herein after referred to as “BHEL”) including its Assignees, Legal heirs and Successors.

Vendor (means the successful bidder which enters into the contract with BHEL for the job of “Comprehensive Annual Maintenance Contract and Facility Management contract of it equipment & services of BHEL:PSER for a period of one (1) year”) including its Assignees, Legal heirs and Successors (hereinafter referred to as Contractor)

Annual Maintenance Contract & Facility management contract (herein after referred to as “AMC & FM” respectively)

In the scope of AMC of IT equipment the “QUANTITY” means the total nos. of IT assts. However, “TENDER SCOPE” means the minimum quantity / committed quantity of IT assets on which evaluation shall be done. However, the successful bidder has to provide AMC support of total IT assets as per tender provision. In case the actual quantity falls below the committed quantity for AMC in any quarter, the committed quantity will be deemed to be considered as actual quantity for that particular quarter for payment purpose & the bidder shall be entitled to get the AMC charges for the committed quantity. Actual quantity for AMC will be counted quarter wise & shall not correspond / relate to any other quarter.

3. Scope of work

Support Areas: Details areas of work as mentioned in the scope shall be as under:

AMC of IT Equipment (Hardware support):

- Preventive Maintenance of various IT assets (As per Annexure-II) for PSER sites where Preventive maintenance visits (once in a three month) are mentioned in Annexure-IV. The vendor has to ensure that the gap period between two consecutive preventive maintenance visits should be at least 90 days.
- Breakdown Maintenance of Laptops, PCs & Printer for PSER, Quantity as mentioned in the Tendered Scope (Annexure-II to be read along with VOLUME-III). The Tendered scope shall be valid for a quarter only. In case of occurrence of multiple breakdown of a particular machine/equipment and support rendered by bidder, the quantity for such cases shall be counted as ONE for that particular quarter.
- Breakdown Maintenance of remaining IT assets (except Laptops, PCs & Printers) for PSER as a whole (As per Annexure-II).

AMC of LAN Nodes (Hardware support):

- LAN Node maintenance & administration (As per Annexure-III)

Facility Management (Configuration, Software & Services support):

- Complaint Management for Users
- Preventive Maintenance visits (As per Annexure-IV)
- IT Technical Support Service (On site / off site)
- Remote Site support
- Network Management Service & WAN Administration
- Windows & Linux Server Management
- Desktop OS Administration (Windows / Linux / Macintosh)
- UPS Management
- Data Backup and Restoration Management
- Video Conferencing Management
- IT Security Management
- Vendor Co-ordination
- Proxy server management
- Adherence & Compliance Management to BHEL PSER's ISMS Policies
- Coordination for Email related issues (bhel.in domain) with BHEL location hosting the mail server.
- Coordination with Antivirus vendor for resolution of issues related to Antivirus software at desktop and server level.
- Coordination for Active Directory Related issues with BHEL location administering the AD Domain bhel.in

AMC of Items under Suratgarh Customer:

- Breakdown Maintenance of Tendered Scope Printers, Scanner & Plotter (As per Annexure-II).

AMC and Facility Management of the Items Under SSBG (located in PSER Kolkata Premises) as per Annexure II

The Scope of work shall contain the following different sub heads:-

- (A)** The scope of work covers annual preventive and breakdown maintenance of M/Cs (**Annexure – II**) along with Facility Management both at Kolkata and outstation locations as stated under the head “**Location**” in **Annexure IV**. However, vendor may carry out pre-AMC/FM checkup before

quoting to ascertain the actual no. of machines for being considered in the scope of AMC & FM. Total list of present IT Equipment is attached in **Annexure-II**.

The vendor must keep provision in the contract that if BHEL feels necessary, number of machines may be increased from time to time for taking up execution by vendor within the contract period, at the same rates, and also by keeping all terms & conditions unaltered with reference to the no. of machines having already cleared by BHEL for taking up execution by vendor. **For this, vendor should submit item wise separate price which will remain firm during the whole contract period.** Similarly, vendor must also keep a provision of exclusion / decreasing of machines from the contract from time to time within the contract period in case any machine goes beyond repair. **In case of exclusion of machine, the corresponding AMC charge shall not be payable for that excluded item under intimation to the vendor for applicable quarterly bills. (Refer Point no. 11: Purchaser's Rights, Annexure-I). This is subject to the quantity variation clause as mentioned in VOLUME-III (Preamble).**

The vendor has to provide back to back OEM support for the entire period for the following equipment:

- RF devices (Refer:Annexure-II Asset List Sheet RF Device SI No 1 & 2) ,

For HP Servers (Refer Annexure-II Asset List Sheet Server SI No 5 and 11) where location of Server is Hyderabad, the servers are located at BHEL Data Centre, BHEL HPEP, RC PURAM Hyderabad 502032. The vendor has to provide AMC and Facility Management services for the said servers at BHEL RC PURAM Hyderabad.

For IT Assets (Refer Annexure II) where location of item is Jaipur Customer, the location of provision of service will be SHRI RAKESH KUMAR GUPTA, C/O- SHRI JINESH JAIN ,SUPERINTENDING ENGINEER, RAJASTHAN RAJYA VIDYUT UTPADAN NIGAM LTD.,ROOM NO. - 411,VIDYUT VINIYAMAK BHAWAN , SHAKAR MARG, JAIPUR - 302005.

Due to various reasons the machines as listed out in **Annexure-II** may be shifted / transferred / diverted from the said stipulated locations within BHEL inside India at BHEL's cost. The vendor has to extend the services accordingly, at the new locations, under this contract at the existing rates, terms & conditions, on account of change of location of M/Cs. Transport & Transit Insurances are excluded from the scope of the vendor in such diversion.

The locations for provision of the AMC along with Facility Management services shall be limited to the scope of contract only. If any new location is added in the scope of contract, the cost for rendering the facility management services at the new place shall be fixed as per mutual discussion with the vendor.

If any machine is upgraded during the period of AMC and FM to such an extent that qualifies for fresh warranty coverage of the machine after upgrading, same shall be taken out of AMC scope but continue to have in the scope of FM and vendor shall be informed accordingly. In such case of withdrawal of scope, corresponding AMC charges also shall not be paid by BHEL.

In case of broken / burnt cases (which can be termed as physically damaged), only the cost of replacement of the physically damaged part shall be borne by BHEL. For that necessary call report along with relevant pictures/video has to be submitted by the vendor and has to be duly certified by BHEL personnel (at HQ/ or site as applicable).

Payment for AMC and Facility Management of machines, which in the pre-CONTRACT check are found not fit shall not be eligible for being considered in scope and payment shall also not be released until such machines are made fit to be considered in the scope of CONTRACT as per mutual agreement

The scope of work also covers breakdown maintenance of LOCAL AREA NETWORK present at HQ and sites as given in **Annexure III**. The no. of LAN nodes of respective sites are also as per **Annexure – III**. **The LAN maintenance will include maintenance of LAN cable, IO, Face plate, jack panel and their replacement in case of damage. In such case of replacement of damage components, vendor has to provide the material with same specification or higher.**

The scope of maintenance of LAN nodes covers manpower support, spares & services & replacement of faulty LAN materials like UTP Cable, IO, face plate & patch panel. During the contract period all necessary spares with same specification or higher are to be supplied and installed by the vendor within the quoted lump sum price of contract (Annexure-III).

In case of installation of new nodes which is optional, vendor has to specify unit rate of all required spares and also installation charges as listed. **(Annexure-III- Optional Items)**

The vendor ,must keep provision in the contract for, maintenance of increased no. of LAN nodes from time to time, if felt necessary by BHEL within the period of this AMC & FM CONTRACT at same rate and unaltered terms and conditions. Similarly, vendor must also keep a provision of decreasing of LAN nodes from time to time, if felt necessary by BHEL within the Contract period and the necessary amount shall be reduced from the contract price on pro-rata basis. **This is subject to the quantity variation clause as mentioned in the VOLUME-III (Preamble).**

The list of consumables attached with the tender in **Annexure-X** (for PCs, printers, plotters, scanners, multifunction printers, projectors, NAS, SAN, any other hardware which are within the scope of the contract) do not fall under vendor's scope of work. The consumable list cannot be modified for the whole contract period after the start of contract.

- (B)** The no. of machines covered under this contract are located mainly at BHEL PSER HQ at Salt Lake and different PSER sites. Since, the operations at BHEL PSER HQ at Salt Lake are critical, for providing adequate maintenance services, the vendor would ensure posting of necessary competent and qualified maintenance/support staff at PSER, HQ.

TOTAL 11 PERSONS (FIVE: ON-SITE & SIX: OFFSITE) shall be kept for Facility Management services at BHEL, PSER by the vendor.

- Five (5) on-site personnel shall be posted at BHEL, PSER, HQ whose roles and responsibilities will be :

1. **One Server Administrator (Say SA1)** – shall act as Site in-charge and shall assist BHEL staff in the maintenance & security of Windows Servers and Linux servers. In addition to this he /she will have the responsibility of support (both hardware & software) for PC and other equipment at PSER HQ Kolkata users primarily.
2. **One Network Support Personnel (Say NP1)** – shall have the responsibility (maintenance, support & security) for all network equipment (LAN / Switches / Routers / Wireless Access points etc.) and Video Conferencing facility at PSER Kolkata.
3. **Two Site Support personnel (Say SS1 and SS2)**- will have the responsibility to look after Desktop and other peripherals for project sites and Kolkata HQ primarily and as a secondary responsibility shall also give support to Server Administrator.
4. **One Data Entry personnel (say DE1)**-will have responsibility for the following:
 - uploading tenders in BHEL PSER internet site, www.bhel.com, CPP Portal and uploading bid award reports on CPP Portal.

- Generating Vendor Code/Customer Code and Vendor Order Generation in GST System of BHEL PSER (designed on Oracle Forms platform).
- Support for Indent Raising in ISCMS (Integrated Site Construction Management System of BHEL), Enquiry and Order Creation in ISCMS, Assistance to Sites in issues related to Material Gate Pass Generation in ISCMS System, from time to time.
- Content creation and management of content on the Big Displays located at different places of BHEL Bhavan.
- Data Card Management, which primarily includes issuance of new data cards to BHEL persons, termination of existing connections as per instructions received from BHEL, liasoning between end user and Data Card Service provider.

Necessary training shall be imparted to the candidate, selected in this role, by BHEL

All the onsite resources shall share the responsibility of logging all complaints in the IT Complaint system for HQ as well as sites received over phone / mail / any other means.

- Six (6) off-site personnel, out of which Five (5), shall also be kept ready as second level having the following responsibilities:
 1. One Server Administrator (Say SA2) - as back up for on-site server admin
 2. One Linux Administrator (Say LA) - shall act as the Linux Admin and shall have the responsibility (maintenance & security) of the Linux Based servers (through remote) and onsite visit (BHEL PSER Kolkata) as and when required.
 3. One Network Support Personnel (Say NP2) - as back up for on-site network admin
 4. Two Site Support Personnel (Say SS3 and SS4)- as back up for on-site site support personnel.
 5. One Data Entry Operator (DE2) –as backup of on site data entry operator.

(C) Facilities Management Team – Roles & Responsibilities with Qualifications

1. Server Administrator & Site In-charge –

- Should have good knowledge and work experience on
 - o Windows Server 2003, 2008, 2008R2, 2012 or above
 - o LINUX, RHEL 5.5 or higher
 - o Client-Server mode
 - o MS SharePoint 2007/ 2010 or above
 - o SQL Server 2008/2008R2 or above
 - o Hyper V / VM Ware
- Being the Site In-charge also, the person should be capable of liaison with the customer and vendor and coordinate activities within the team.
- Should also be capable of monitoring all the remote sites connectivity through either Leased Line /MPLS WAN or any other.
- Shall also be capable to monitor all the remote IP based equipment either PC, SERVER, ROUTER, SWITCH, NETWORK PRINTER, PLOTTERS, UPS, SAN, NAS, (any Hardware within the scope) etc. or any other network equipment through monitoring tools.
- Should also have sufficient knowledge of running Network Monitoring Tool.
- Should also be responsible for Generating call reports, analyzing the call statistics, all failure case studies, all Change case studies & all Configuration case studies.

- For any sort of new installation or migration, the server administrator should be fully responsible for all sorts of installation of OS (Windows/Linux) and installation and should provide assistance to BHEL in configuration of Oracle 9i/10g/11g Database,
- Should work in co-ordination with Data Base administrator.
- Should be capable of managing total IT infrastructure at BHEL, PSER.
- Should be Capable of diagnosing & troubleshooting hardware / software related problem in PC's, Laptops printers, scanners, multifunction devices & plotters etc.
- Should have basic knowledge of Windows & Macintosh (including installation & configuration) & other application software.
- Should be able to resolute user complaints related to e-mail at Client application level like Outlook, Thunderbird, Windows Mail etc.
- Backup Management: Data backup, restoration and maintenance of backup data as per the backup cycle of BHEL through the backup software provided by BHEL.
- Mitigation of issues, reported by BHEL Cyber SOC, in servers.
- Patch Management in servers.
- Should be **Graduate (or equivalent) with MCSE/ MCSA/ MCP/RHCE (or equivalent) with minimum 3 yrs of experience.**

2. Linux Administrator –

- The Linux Administrator should be responsible for overall management and maintenance of Proxy server and other Linux Based server (which includes OS of Oracle data base and Oracle Application server)
- Should have knowledge on Scripting
- The Linux Administrator should also be responsible for keeping back-up of all Linux based servers and should also be capable of retrieving the same at the hour of need.
- Monitoring, Configuration and Backup of All Linux Based Servers in PSER Kolkata
- Integration of Linux servers with SAN
- OS Level support for Oracle 9i/10g/11g or above database server, Application Server along with its backup and trouble shooting
- Back up of Windows based file server in SAN through scripts
- LINUX Proxy server Management
- Design, Configuration, Implementation and upkeep of Linux based syslog server
- It is preferable that LINUX administrator have knowledge of Database (Oracle 10g / 11g)
- Should be **RHEL Certified (RHCE) (or equivalent) with minimum 3 yrs of experience.**

3. Network Support Personnel –

- Should be Capable of monitoring & troubleshooting of LAN/WAN equipment (Active & Passive components)
- Should have hands on experience on routers, wireless access points & switches and monitoring the same
- The personnel shall monitor all the remote sites connectivity through either Leased Line /MPLS WAN/ any other.
- Shall be responsible to monitor all the remote IP based equipment either PC, SERVER, ROUTER, SWITCH, NETWORK PRINTER, WIRELESS ACCESS POINTS or any other network equipment through the monitoring tools.
- Should also have sufficient knowledge of running Network Monitoring Tools.
- Shall be responsible for running Video Conferencing System in HQ and coordinating with sites /BHEL Customers/ other BHEL locations etc.for VC sessions.
- Should review the Fault Tickets raised by various service providers and shall maintain a monthly report of all the fault tickets raised by the service providers for all the sites of PSER and HQ.

- Should have **valid CCNA Global certificate (or equivalent) during the entire period of contract.**

4. Site Support Personnel –

- Should handle all calls related to PSER sites outside Kolkata primarily.
- Should be capable of diagnosing & troubleshooting hardware & OS related problems in PC's, Laptops, printers & other peripherals.
- Should be able to resolute user complaints related to e-mail at Client application level like Outlook, Thunderbird, Windows Mail etc.
- Should have basic knowledge of Windows & Macintosh (including installation & configuration) & other application software.
- Should also be able to resolve problems through remote PC access mechanism.
- Coordination with Antivirus vendor for resolution of issues related to Antivirus software at desktop and server level.
- Coordination for Active Directory Related issues with BHEL location administering the AD Domain bhel.in
- UPS monitoring in Kolkata
- Server Room temperature +humidity monitoring and UPS room temperature monitoring.
- Should have knowledge in running Video Conferencing System and act as secondary support to Onsite Network Support Personnel.
- Patch management in PCs of Kolkata and site.
- Mitigation of issues, reported by BHEL Cyber SOC, in PCs.
- Should be **Diploma (or equivalent) with MCSE/ MCSA/ MCP (or equivalent) and with minimum 3 yrs of experience**

6. Data Entry Personnel-

- uploading tenders in BHEL PSER internet site, www.bhel.com, CPP Portal and uploading bid award reports on CPP Portal.
- Generating Vendor Code/Customer Code and Vendor Order Generation in GST System of BHEL PSER (designed on Oracle Forms platform).
- Support for Indent Raising in ISCMS (Integrated Site Construction Management System of BHEL), Enquiry and Order Creation in ISCMS, Assistance to Sites in issues related to Material Gate Pass Generation in ISCMS System, from time to time.
- Content creation and management of content on the Big Displays located at different places of BHEL Bhavan.
- Data Card Management, which primarily includes issuance of new data cards to BHEL persons, termination of existing connections as per instructions received from BHEL, liasoning between end user and Data Card Service provider.
- Should be (Higher Secondary/All India Senior School Certificate Examination or equivalent) passed / Three years Diploma holder (or equivalent) with minimum 1 year of experience.

The onsite team of the resources shall collectively perform the following duties:

- **log all user calls whenever necessary in IT Complaint Monitoring System.**
- **Shall be responsible for assigning service category, tracking each call to resolution, escalating calls.**

The support timing is tentatively 8:30 AM to 09:30 PM every day for support personnel:

- At least One (1) Support Personnel should be present between: 8:30 AM to 04:30 PM**
- At least Four (4) Support Personnel should be present between: 9:00 AM to 6:00 PM**
- At least One (1) Support Personnel should be present between: 01:30 PM to 09:30 PM.**

As per the point (a) and (c) mentioned above, the person who reports on duty at 08:30 AM shall be present in the office at least till 04:30 PM and the person who reports on duty at 01:30 PM shall be present in the office at least till 09:30 PM

However, support personnel may have to stay beyond the above timings or may have to come early from time to time. Further, if required, additional manpower may be posted in case of exigencies and remote support may be given in case to case basis for uninterrupted FM services as per the same terms and conditions of the contract on 24 x 7 basis.

One support personnel staying in BHEL Kolkata Office between the period 06:00 PM to 09:30 PM on working days can be any support personnel except Data Entry personnel (DE1).

One support personnel (except Data Entry personnel (DE1)) having sufficient knowledge in handling servers, switches, desktops, laptops should be available at PSER-HQ on second Saturday, last Saturday, all Sunday and all non-working days. The person should also be experienced in resolving problems of PSER Sites through remote monitoring.

In case of unforeseen incidents like “bandh” etc. vendor should provide at least one support personnel having sufficient knowledge to handle the site.

Vendor has to maintain a Daily Attendance Register at BHEL PSER Kolkata Office for all the on-site support personnel which shall be duly filled every day by all the on-site support personnel. In addition to first level FM team, there will be second level of support personnel available offsite for SA1, NP1, DS1 and SS1.

- SA1 shall be replaced by SA2 only.
- DE1 shall be replaced by DE2 only.
- However, there shall be pool of resources as backup for NP1, SS1 and SS2.
- The qualification and experience requirement for these backup resources shall be same as mentioned above for NP1, SS1 and SS2.
- NP2 can be a resource from the backup pool who will replace NP1 in case of absence of NP1 onsite.
- The backup for SS1 and SS2 shall be from backup pool who will replace them onsite in case of absence of SS1/SS2 or both.

SA1 shall be replaced by SA2 only, NP1 by NP2 only, DE1 by DE2 only, SS1/SS2 by SS3/SS4 only. In case of absence of on-site personnel, only the corresponding offsite personnel as mentioned above can replace them. Any deviation from this shall be treated as a contractual deviation and penalty shall be imposed as enumerated below.

LA (offsite Linux Administrator) shall be a person selected from a pool of resources having similar qualification and experience as mentioned in C (2).

In case of absence of first level support personnel, Offsite Support Personnel should be immediately deputed on-site. In case of non-compliance to it, **a penalty of 0.1% per day per manpower of the total FM Value per quarter shall be deducted from the quarterly bill submitted by the vendor for that period.**

Qualification & Experience of back up group of second level support personnel should be exactly same as mentioned for First Level support personnel.

In addition to these eleven (11) FM Team members, there shall be one (1) no. offsite Project Manager to whom this FM team shall report.

- He / She should be Bachelor Degree Holder (or equivalent) with minimum 10 yrs. of experience.

- All the operational problems shall be escalated by the on-site support personnel to the offsite project manager, if required.
- The person shall be a single point of contact for BHEL and the vendor.
- The person should have good knowledge on ISO standards.
- It will be the responsibility of the offsite Project Manager to ensure successful execution of the contract and providing technical and administrative support for this purpose.

Note:**MCSE=Microsoft Certified Solutions Expert****MCP=Microsoft Certified Professional****MCSA=Microsoft Certified Solution Associate****RHCE=Red Hat Certified Engineer**

BHEL will not provide any IT gadget (like PC, Laptop, Data Card, Printer etc) to the Offsite Project Manager. He should carry his own mobile phone. In addition to this BHEL will not be able to provide any permanent seat in the Office to Offsite Project Manager. He should be visiting BHEL as a guest for call review and overall monitoring of the project progress.

All support personnel (First level & Second Level) and off-site Project Manager should carry mobile phone on 24 hrs. X 7 days basis. If required after office hours also assistance may be provided over phone / remotely. Support should be 24hrs. X 7days basis.

Proposed manpower for 1st Level, 2nd Level & Off-Site Project Manager along with Bio-data / Resume and Qualification details has to be submitted by the vendor.

Such documentary evidence to be produced to BHEL by contractor after placement of LOI but prior to start of work and later on as and when asked by BHEL within the contract period.

Those individuals shall be interviewed by BHEL IT Group, if required after placement of LOI but prior to start of work. In case of finalization of order this list is to be maintained by the contractor.

In case of non-compliance to the qualification criteria of any manpower as listed in Point (C) in the course of the contract, a penalty of 0.1% per day per manpower of the total FM contract value per quarter shall be deducted from the quarterly bill submitted by the vendor.

Further, in case of non-availability of posted First Level staff for any reasons, replacement of supporting staff from Second Level will be provided immediately. During such make shift arrangement the Project Manager shall take responsibility of taking over & handing over of pending & ongoing responsibility of the concerned support personnel. **However, no separate expenses will be reimbursed for local travel.**

BHEL shall conduct Review Meetings with On Site In-Charge on the complaints lodged and the status of the same shall be discussed with Off-Site Project Manager & FM Team ,twice every month (at an interval of at least 15 days),where all critical issues and performance of the Team shall be reviewed.

In case the performance of any resident support personnel is found to be inadequate by BHEL IT Group, a replacement will be provided by the Vendor within seven days.

NON DISCLOSURE AGREEMENT (as enclosed in Annexure - VI) should be signed by each FM team members (both on-site & off-site) as well as off-site Project Manager at the start of contract execution as per BHEL's ISMS Policy. All the on-site as well as off Site personnel associated with the contract shall abide by the ISMS policies, procedures & guidelines. Strict

action shall be taken on any on-site / off site support personnel found violating the ISMS policies, procedures and guidelines of BHEL.

NOTE:

- ALL THE FIRST & SECOND LEVEL SUPPORT PERSONNEL & OFF-SITE PROJECT MANAGER MUST BE PROVIDED BY THE SUCCESSFUL BIDDER INLINE WITH NIT STIPULATIONS (REFER ANNEXURE-I)
- Onus of execution and completion of contract shall rest with successful bidder only.
- With every running bill (RA bill), successful bidder has to provide the following documents:
 - 1) The list of persons deputed containing name , designation, role as per contract.
 - 2) Proof of remittance of provident fund to the concerned authorities for all the persons ,deputed by the successful bidder, for this job even for one day, before raising the quarterly bill.
 - 3) Copy of pay sheet in respect of persons deputed every month.

With every quarterly RA bill submitted by the successful bidder a declaration on the company letter head of the successful bidder has to be submitted by them certifying that they are complying to the minimum wages act West Bengal

- ALL THE FIRST LEVEL & SECOND LEVEL SUPPORT PERSONNEL & OFF-SITE PROJECT MANAGER SHOULD SUBMIT THEIR PROOF OF IDENTITY AND ADDRESS. Such documentary evidence to be produced to BHEL by contractor after placement of LOI but prior to start of work and later on as and when asked by BHEL within the contract period (Refer Annexure- XI for the list of Acceptable documents for proof of identity and address proof)
- ALL THE FIRST LEVEL & SECOND LEVEL SUPPORT PERSONNEL & OFF-SITE PROJECT MANAGER SHOULD ALSO SUBMIT COPY OF PASSPORT OR ANY OTHER CERTIFICATE FROM COMPETENT AUTHORITY AS PROOF OF THEIR POLICE VERIFICATION. IT IS THE RESPONSIBILITY OF THE VENDOR TO PROVIDE THE COPY OF THE POLICE VERIFICATION DOCUMENTS/PASSPORT COPIES FOR ALL THE ON-SITE & OFFSITE SUPPORT PERSONNEL ALONG WITH THE PROJECT MANAGER ASSOCIATED WITH THE CONTRACT. Such documentary evidence to be produced to BHEL by contractor after placement of LOI but prior to start of work and later on as and when asked by BHEL within the contract period.

(D) For Facility Management of machines under warranty/operational lease, third party vendor should be monitored. As part of third party vendor management, the bidder has to build up interface with existing service providers such as AIRTEL, BSNL, PGCIL, HP, CISCO, Microsoft, ORACLE, etc.

(E) List of Reports to be submitted by vendor as per periodicity given in Annexure – V.

All formats given as Annexures are tentative and may be modified and new formats added or old formats may be removed from time to time as per BHEL requirements with approval from Head/DTG.

- (F) During the contract period, the vendor must cater services as per schedule and periodicity detailed out in subsequent pages for the machines located in BHEL PSER HQ Salt Lake, Kolkata and report the status of M/Cs to IT Group/BHEL-PSER. **Vendor has to provide visit to site once in 03 months to the sites as mentioned in Annexure IV for preventive maintenance of machines.** Such services at sites also must be provided at mutually agreed schedule with HQ and Site.

During the entire contract period vendor has to provide 04 (Four) Preventive Maintenance visits at a regular interval (once in 03 months) within the AMC period. The vendor has to ensure that the gap period between two consecutive preventive maintenance visits should be at least 90 days.

Vendor should submit the Preventive Maintenance Visit Schedule within 2 weeks from the date of completion of the preventive maintenance visit. Vendor shall intimate the concerned site official about PM visit (mentioning the name, phone number and identity proof of the person visiting the site) at least 03 working days before the day of scheduled PM visit. The Engineer/Technician should carry Valid ID proof like Voter ID Card / Aadhar Card / Driving License/ Passport as identity proof. The Engineer/Technician must wear safety shoes while entering the site.

The person carrying out the Preventive Maintenance visit at the site should be on the Direct Payroll of the vendor. No 3rd party subletting/outsourcing of the job is permitted for the same.

Vendor's offer shall remain valid for the entire contract period.

Vendor has to submit the original preventive maintenance report for all the list of sites as mentioned in Annexure IV which should be duly signed by BHEL site personnel within the second week of every coming month.

In case the vendor fails to carry out preventive maintenance visit at any site as listed in **Annexure IV**, the corresponding amount for preventive maintenance for that quarter shall be deducted from the bill submitted by the vendor for that quarter on pro rata basis.

In case vendor visits the site for Preventive Maintenance as listed in **Annexure IV** but partially completes the Preventive Maintenance at that site (for reasons not attributable to BHEL), **then the corresponding amount for preventive maintenance for that site for that quarter shall be deducted from the bill submitted by the vendor for that quarter on pro rata basis.**

In case of site-closure, BHEL, IT Group may inform the vendor to exclude items or sites in FM list from the list of items under AMC or from the list of sites under FM as given in Annexure-II and Annexure-IV respectively. In that case the corresponding amount (whichever is applicable) shall be reduced from the contract price.

For site where Preventive Maintenance Visits are mentioned as "NO" in Annexure-IV (i.e Kolkata), the vendor has to submit a Compliance Certificate duly certified by BHEL Personnel, ensuring that satisfactory service has been rendered by the vendor for the quarter. In case the same has not been submitted or the performance of the vendor is found un-satisfactory, then the payment of FM charges for that particular site for the said quarter shall not be paid. The format for Compliance Certificate shall be firmed up between the successful bidder and BHEL after Mutual Discussion.

- (G) It is the responsibility of the Vendor to ensure smooth running of the machines along with its installed software (preloaded & system) , related applications (viz. MS Office, APS ++ , Hindi software), Acrobat, AutoCAD, Netscape, any other mailing software, Internet Explorer or any other browser, FrontPage, Antivirus, Development tools etc.) in healthy condition during the contract period. All such Software shall be supplied by BHEL but maintenance of these software shall be under vendor's scope. Vendor shall also be responsible for all compatibility along with

seamless integration between OS and installed Antivirus and other application software for smooth & trouble-free working.

- (H)** Bandwidth & Network Management tools- Monitoring & management: The monitoring tools shall be utilized to Monitor & diagnose at the component level failures, pre-failure stage i.e. at warning stage, for the following: -
- Network interfaces - Problem diagnosis of our Network structure of PSER's network. The vendor shall have to diagnose all interface related problems. The interfaces are related to network, Lease line, MPLS WAN or any other.
 - Lease Line interface - Problem diagnosis, escalation & monitoring of the ISP is under vendor's scope.
 - MPLS WAN - Problem diagnosis, escalation & monitoring of the ISP is under vendor's scope.
- (I)** Vendor has to ensure proper network monitoring through proper Network monitoring tool (either supplied by BHEL or freeware) through which all the network ports, network devices & network availability of servers can be monitored.
- (J)** Vendor may install & use Bandwidth monitoring tool (supplied by BHEL / freeware) to monitor the MPLS WAN/Lease Line bandwidth usage and shall monitor and provide whenever necessary, history logging facility, Bandwidth usage history, downtime history (Hourly, weekly, month wise) etc.
- (K)** Vendor may install & use BHEL supplied software /freeware (approved by BHEL) for monitoring availability of WAN LINK /Lease Line.
- (L)** Any interfaces like LAN or WAN (MPLS WAN or LEASE LINE), related problem shall have to be identified with proper software tool & the same has to be resolved with the concerned vendor within a stipulated time. Any interface problem reported shall have to be authenticated by test result of proper monitoring tool/ software tool.
- (M)** During the contract period supply/replacement all necessary spares of equivalent or higher specification shall only be acceptable to BHEL.
- (N)** The vendor has to ensure that all the machines under AMC are in perfect working condition for a minimum of 95 % of the total working hours. The total working hours will be calculated on the basis of:
- 8 working hours per day for PC, Laptops, Printers, Multifunctions, Plotters Scanners, Projectors, Wireless Access Points, LAN Nodes other small peripherals within the scope of the contract.
 - 24 hours per day for Routers, Network Switches, Servers, Back Up devices, Storage devices, RF Devices & UPS
- The uptime shall be calculated as follows:

$$\frac{(\text{Total working hours} - \text{Total downtime in hrs.}) \times 100}{\text{Total working hours}}$$

Total working hours

Total working hours = Total no of BHEL working days depending on its location x (8 or 24)

- (O) The system will be considered working for the purpose of uptime / downtime on fulfillment of following :

For M/Cs located at BHEL-PSER-HQ-Salt Lake, the support personnel posted by vendor shall have to attend the problem immediately and ensure resolution. If solution cannot be given within 24 Hours, the same shall be counted as downtime as stated in point – (N) .

For M/Cs located at local and outstation PSER sites, call for problem/trouble shall be reported by BHEL-PSER , Vendor shall lodge the call and assign serial no., date and time of reporting for which record shall be maintained by both of BHEL-PSER and Vendor shall take immediate action and resolve the problem. However, if any outstation call is not attended by Vendor within 48 hours, the same shall be counted as downtime as stated in (N) above.

The on-site FM team shall report daily all the pending calls to BHEL. These will be reviewed daily with designated authority for resolution/ escalation.

PROTOCOL OF RESOLUTION

- (P) In case of any subsystem or peripheral device is down for more than one complete working day (at HQ) and more than 03 working days at site, the same will be temporarily replaced by the vendor with a machine of equal / higher configuration to ensure continuous functioning of the system. The system will be considered up in this case and no downtime will be counted. All efforts will be made to limit such temporary replacements to less than 30 days. However, the vendor have to ensure that on any such temporary replacements, overall performance of the system is not affected. In case a particular machine is required to be formatted frequently, the same shall also be counted for downtime as per Point No. 3 (N) above.

If certain item is beyond repair due to obsolescence of the product/non availability of spares in market, the same may be replaced by another item of same /higher specification as a permanent replacement. In such cases the old item can be taken by the vendor from BHEL at the end of the contract period.

- (Q) Under no circumstances, a system shall be considered as up if any of the original installed software is not in running condition.
- (R) The vendor is required to submit details of the infrastructure / logistics for support service for all the outstation sites along with the offer. The information should contain the name of the place from where support personnel would be deputed for troubleshooting and spares would be supplied, number of experts for different types of PCs, Servers, Printers, Multifunctions, Plotters, Scanners, Servers, Storage Devices, Network Devices and other peripherals, available at those centers also to be enclosed.
- (S) Minimum spares shall have to be stored by vendor at BHEL's Kolkata premises. Spare items sufficient to cater 5% of the no of items in the scope of the contract (like Laptops, PCs, Servers, Printers, Multifunction, Plotters, Scanners, Servers, Storage Devices, Network Devices etc) should be maintained by the vendor in BHEL Kolkata Office. BHEL will provide the necessary storage space for the same.

Non compliance to the same shall attract deduction of 10 % of the AMC value of the item for that quarter from the Quarterly bill. e.g If spare stock for PC falls below 5% then the 10% of the AMC value for the PC for that quarter shall be deducted from the Quarterly AMC bill.

4. Service Level Agreement:

List of Deliverables –

1. Logging user calls.
2. Assigning category as general or security. In case of security incidents major/minor levels to be assigned.
3. Tracking each call to resolution.
4. Escalating calls, if necessary as per escalating matrix
5. Generating call reports
6. Analyzing the call statistics.
7. All failure case studies (relevant ISMS formats for Root Cause Analysis to be filled)
8. All Change case studies (relevant ISMS formats for Change Management to be filled)
9. All Configuration case studies
10. UPS and server room Air Conditioner temperature monitoring and coordination with Air Conditioner AMC/Lease vendor for breakdown calls.

Incident management:

This, being a process of reducing or eliminating the effects of (potential) disturbance in IT services (both general & security), is required to be ensured by vendor that users can get the desired level of IT services (security & availability) as soon as possible.

Vendor should be able to track all events, keep a log of the event, alerts specific team, escalate based on service level and track till closure. Thresholds can be set-on specific performance parameters, which when breached and can lead to event notification.

Vendor shall set notification alarm through email/SMS/Voice alarms/Visual pop-ups etc., an escalation policy that can be defined based on number of events occurrences, and alerts/notifications that can be defined based on time of day / business hours, contact groups, services groups (network, systems or application). Relevant ISMS formats for Root Cause Analysis to be filled for security/critical incidents.

Problem Management:

Vendor should provide performance metrics and auto threshold to alert potential bottlenecks and problems before they occur. Vendor shall manage dependencies between the entire chain of network components, servers and applications. This information is utilized in correlation of events and alarms – enabling quick identification of problem and resolution. Vendor should also provide event cause analysis that helps in isolating top causes that need immediate attention to help in proactive management.

Change Management:

In case of any change in IT infrastructure / communication infrastructure, vendor shall have to set the total environment under his scope of work, integrated with the change within the set SLA time. Relevant ISMS formats for Change Management (if any) to be filled for all changes carried out in the IT environment in the entire contract period. Relevant ISMS formats for Change Management to be filled for any Change Management in the Infrastructure.

Configuration Management:

In case of any change in configuration of IT infrastructure / communication infrastructure or any other which may effect the working situation, the vendor shall have to integrate the total environment under his scope of work, with the required configuration within the set SLA time. Relevant ISMS formats for Change Management (if any) to be filled for all changes carried out in the entire contract period.

Release Management:

In case of any new updates/ upgrades/ releases of OS or any other software, effect of the same shall have to be seamlessly integrated with all PCs & peripherals under the scope of vendor within

the set SLA time. Relevant ISMS formats for Patch Management (if any) to be filled for all security patches carried out in the entire contract period.

Service Level Objectives –

90% of the calls will be closed within the stipulated resolution time (depending on the severity of the call) - Measured on a quarterly basis.

The problems will be classified into 3 severity levels –

Severity Level – 1 – A problem which affects large number of users / critical users in their immediate working (e.g. – Network, server, network printer problems etc.)

Severity Level – 2 – A problem that affects an individual user (e.g. – Individual hardware problem, printing problem, problem in using OS tools etc.)

Severity Level – 3 – Installation of desktops, change in configuration, creation of profiles, movement of equipment, etc.

Matrix of Resolution Time

Severity Levels	Resolution Times
Level 1	2 hours
Level 2	4 hours
Level 3	8 hours

The resolution times will be considered with respect to working hours only and not with respect to clock hours. Calls that require escalation to vendors like hardware calls, application related calls etc. should not be considered for the service level calculations.

Measurement metrics -

Resolution time (%) =
$$\frac{(\text{Number of calls closed within stipulated resolution time} * 100)}{(\text{Total number of calls received})}$$

Reports –

Monthly - Pending call report twice in a month.

Quarterly –Downtime report

Technical Support Service

Scope- The Technical Support Service includes the Technical Support Staff for desktop management at BHEL HQ & Sites. This will cover the skill support on Desktops (Windows / Mac OS), Printers, Laptops (Windows / Mac), UPS, Servers (Windows / Linux OS), Network devices, Plotters, Multifunction, Projectors and 1st level support for LAN/WAN equipment.

List of deliverables:

1. First level hardware support for the above equipment - Diagnosing the problem and getting the same resolved as per the severity level assigned to it.
2. Supporting the desktop OS (Windows / MAC) and MS Office software.
3. Configuring resolving printing problems of the users
4. Resolving network connectivity problems.
5. Installing software on the clients & Server
6. Performing any Install, Move, Add or Change at the client & Server level

Service level objectives / Measurement Metrics / Reports:
Covered under Facility Management service

Windows & Linux Server Management and OS Administration (Windows / Mac)

Scope – It will cover the WINDOWS Server 2003/2008/2008R2/2012 or above & Linux servers.

List of deliverables –

1. Orderly system startup and shutdown procedure making and updating changes in startup shut down procedure from time to time.
2. Monitoring CPU utilisation disk space usage etc. vis-à-vis threshold and submitting report to BHEL on weekly basis
3. Resolving server problems like system crash, network connection failure etc.
4. Creating / modifying / deleting users and groups.
5. Installation of OS upgrades and patches as and when provided by BHEL/vendor. (The patches for windows OS can be downloaded from internet through SCCM or by any other method. The necessary licenses for SCCM shall be provided by BHEL. Similarly, for Linux OS and Kernel Patches, the patches can be downloaded from internet. If any OS license/support pack is required for downloading patches in Linux server, the same shall be provided by BHEL)
6. Re-installing O/S, if required.
7. Performing periodic system performance tuning – changing the system configuration parameters and re-organizing the disk space etc. This refers to the operating system only and specifically excludes proprietary applications running on the server.
8. Performing periodic backup & restoration of all system files / volumes and submission of Backup restoration report to BHEL on monthly basis.
9. Installing system software.
10. Escalating unresolved problems to the principal / hardware vendor for ensuring resolution.

Service level objectives / Measurement Metrics –
Covered under Facility Management service

Backup and Restoration Management Service**Scope:**

The Backup & Restore Management Service includes taking backup of all critical systems, making offsite backup as per Backup Policy mentioned in ISMS Procedures & filling up of ISMS Formats for Back up and Restoration.

List of deliverables –

1. Perform backup operations as per the defined backup strategy
2. Label media for identification and retrieval
3. Ensure proper storage and handling of media to prevent data loss
4. Conduct restoration drills with sample backed up data on a quarterly basis to confirm data integrity
5. Maintain log sheets of backups taken
6. Replace media that reach their defined life cycle
7. Ensure adherence to the Disaster Recovery policy.
8. Bi monthly reporting of LTO cartridge consumption to BHEL for Daily, Weekly and Monthly backup jobs.

Service level objectives –

1. Ensure that backups are taken as per defined schedule
2. Successfully perform 100 % of the planned restoration exercises.

Measurement Metrics –

Backup regularity (%) = $\frac{\text{Number of backups taken in the month} * 100}{\text{Number of scheduled backups}}$

Backup effectiveness (%) = $\frac{\text{Number of successful restoration drills in the qtr} * 100}{\text{Number of restoration drills in the quarter}}$

Reports –

1. Monthly report on planned backups and backups actually taken
2. Quarterly report on the number and success of the restoration drills.

IT Security Management Service

Scope:

It will cover the Servers & Network Devices at BHEL

List of deliverables –

On Windows Server 2003/2008/2008R2/2012 or above & Linux servers:

1. Creating user accounts with defined rights and privileges
2. Ensuring restricted access to system files.
3. Reporting any security breach to BHEL as and when detected and resolution of the same as a whole.

Internet Security:

Monitoring Internet access and breaches to Internet Security.

Reports –

Exception report on any security violations with RCA as per ISMS Formats (if any)

Network Management Service (LAN/WAN)

Scope:

The Network Management Service includes the maintenance & logical security of Local Area Network & Wide Area Network of BHEL.

List of deliverables –

1. Identifying LAN / WAN faults and getting them resolved through vendors providing maintenance services as per the clause 3. (I) Bandwidth & Network Management
2. LAN maintenance includes cable replacement in case of cable being faulty.
3. Configuration management of the network devices
4. Updating the documentation of the LAN / WAN setup
5. Different reports generated by NMS software
6. Any other customized report as required by BHEL
7. Coordination and Management of Video Conferencing facility in BHEL PSER
8. Logging, Managing, updating, reporting and verification of Fault Tickets lodged for MPLS and Internet Services of BHEL PSER and its sites.

Service level objectives / Measurement Metrics –

Covered under Help Desk service

Reports –

1. Monthly report on WAN downtime
2. Monthly – WAN availability report
3. Monthly – WAN bandwidth utilization report

Vendor Management Service

Scope:

The Vendor Management Service includes all the vendors dealing with IT infrastructure at BHEL.

List of deliverables –

1. Maintaining database of the various vendors with details like contact person, telephone numbers, escalation matrix, response time and resolution time commitments etc.
2. Logging calls with vendors.
3. Coordinating with the vendors to get the problems resolved.

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4. Escalating problems, if required.
 5. Keeping track of the hardware and software maintenance contracts entered into by BHEL with the various vendors.
 6. Analyzing the performance of the different vendors vis-à-vis their maintenance contract entered into with BHEL.

Service level objectives:

Coordinating with vendors to ensure that 90% of the calls logged on them are resolved/escalated within the times stipulated in their maintenance contract entered into with BHEL. In case the problem is found at the coordinated vendors end, due to which the logged call are not resolved then the same may be established by FM vendor with some monitoring tool's output. In such cases the failure shall not be considered as FM vendor's failure.

UPS Management

Scope:

For Kolkata HQ: Daily UPS monitoring report has to be submitted as per Annexure V SLA Reports. The vendor has to arrange for battery voltage checkup (with dummy load of 5 ohm or above) of all UPS under the scope of the contract with rating 10 KVA or above (located at PSER Kolkata except UPS having S/N 803103080,110820AS2210,1108201S2209) ,at an interval of every two months.

For Sites (under PM visit): PM report has to be submitted as per Annexure V SLA Reports. The vendor has to arrange for battery voltage checkup of all UPS (with dummy load of 5 ohm or above) under the scope of the contract with rating 5 KVA or above (located at Sites where PM visit is in the scope of the contract) , at an interval of every three months.

Non-compliance to the above will attract deduction of the 20% of the quarterly rate of AMC of the UPS for which the battery check has not been carried out.

6. Contract Period

The period of the CONTRACT under this scope is for One (1) year, (start of contract shall be within 03 weeks from date of placement of LOI or as intimated by authorized IT representative from BHEL for the start of contract ,whichever is later. The vendor has to ensure that they comply with the Security Deposit requirement as stipulated in General Conditions of the Contract. Non Compliance towards Security Deposit requirement will result in delay in start of the contract and applicable deductions shall be applicable in line with the LD clause as stipulated in the tender).

The start date of work shall be intimated to successful bidder by Head (IT, Systems & MSX), BHEL, PSER or his authorized representative for the job after placement of LOI.

(Exception: Annexure II Asset List Sheet PC SI No 513-571, Printer 46-56, UPS SI No 13-23, Switch 62-64, Scanner SI No 24-29, Plotter SI No 13 to 16, NAS Storage SI No 1. (AMC start date will be 24.09.2020 and end date will be contract end date).

(Exception: Annexure II Asset List Sheet SSBG IT assets PC SI No 1-2,5-6, Printer SI No 7(AMC start date will be 04.11.2020 and end date will be contract end date).

7. Liquidated Damage (LD)

Subject to force majeure, if vendor fails to start the job as per aforesaid delivery period, BHEL shall have the right to recover as liquidated damages (LD) a sum equivalent to 0.5 % of the order value for delay of each week or part thereof. The liability for delay shall not in any case exceed 10 % (ten percent) of the order value. For this purpose, the period of delay shall be the delay attributable to vendor for start of job as per contract. In case of LD recovery, applicable GST shall also be recovered from the vendor

8. Price / Rate

- (i) The vendor shall quote lump sum & firm price as per the Price schedule format (VOL-III) for the entire contract period from the date of commencement of this CONTRACT as per the scope of work and other terms & conditions of this contract.
- (ii) The rates for items under the category of Laptop, PC, Printer, Plotter, Scanner, Multifunction device, UPS, Server, Switch, Projector, RF Device and Wireless Access Point for similar make and model shall be uniform irrespective of location as these items will be diverted from one site to another from time to time (as per scope of the tender- FM sites).
- (iii) Vendor has to quote rates for optional FM locations for all states & Union Territories of Union of India as mentioned in VOLUME-III. The optional rate shall not be considered for evaluation, however, optional rates shall remain valid for entire contract period.

In case of fresh requirement arises due to new PSER site within the contract period (which is beyond the present scope of work), successful bidder may be asked to submit their price for such new FM requirements. In such cases BHEL may refer approved rates (if any available or the rates for optional FM locations for all states & Union Territories of Union of India as mentioned in VOLUME-III). Rates shall be finalized on mutually agreed basis.

- (iv) The total quantity under the scope of AMC, LAN & FM Sites given in the scope are provisional and may vary to any extent at the time of Execution of work. Quoted Rates of the items shall remain firm throughout the contract period within the variation of (+/-) 30 (Thirty percent) percent of the total contract price.

9. Payment Terms

1. The payment for as per price schedule (VOLUME-III) shall be made on quarterly basis by BHEL PSER Kolkata.
2. 90% of quarterly bill shall be paid ,after completion of each quarter and within 30 days of receipt of the documents mentioned in table A **after adjusting deduction against downtime / LD / penalty / additional payment (if any), and** after deducting 10% as retention money. Payment shall be made after receiving certification from concerned IT personnel.

Table A	
A	Invoice in Triplicate
B	Downtime reports in original (duly filled, verified and certified by BHEL Personnel)
C	Preventive Maintenance visit reports (for the quarter) for sites (wherever applicable) as mentioned in Annexure-IV, list certified by DTG & MSX Department (for the billing Period)
D	Compliance Report from Sites (wherever applicable) duly certified by BHEL Site Personnel
E	Proof of remittance of provident fund to the concerned authorities for all the persons ,deputed by the successful bidder, for this job even for one day, before raising the quarterly bill.
F	Daily Attendance Report to the concerned BHEL engineer.
G	Copy of pay sheet in respect of persons deputed every month

3. Balance payment of quarterly bill along with GST and BOCW Cess (if any) shall be released to the vendor upon compliance of following:

Table B	
A	Confirmation of full GST Credit to BHEL.
B	Vendor declaring such Invoice in his GSTR-1
C	Receipt of Goods / Services and Tax Invoice by BHEL

D	Confirmation of payment of GST thereon by vendor on GSTN Portal
E	Above is subject to receipt of goods (Material Receipt Certificate-MRC) / service (Engineering Protocol) and tax invoice by BHEL thereof along with vendor declaring invoice in his return and paying GST within timeline prescribed for availing ITC by BHEL.

Any Interest if levied thereon for reasons elaborated in Tax clause of the tender which is not attributable to BHEL will be recovered for the Final Payment / Retention.

Note:

In the scope of AMC of IT equipment the “**QUANTITY**” means the total nos. of IT assts. However, “**TENDER SCOPE**” means the **minimum quantity / committed quantity of IT assets** on which evaluation shall be done. However, the successful bidder has to provide Facility Management support of total IT assets as per tender provision and AMC support to minimum quantity / committed quantity only.

In case the **actual quantity** falls below the **committed quantity** for AMC in any quarter, the committed quantity will be deemed to be considered as actual quantity for that particular quarter for payment purpose & the bidder shall be entitled to get the AMC charges for the committed quantity. Actual quantity for AMC will be counted quarter wise & shall not correspond / relate to any other quarter.

In case the actual quantity rises above the committed quantity for AMC in any quarter, payment for incremental quantity (Actual quantity-Committed Quantity) shall be paid on pro-rata basis.

Actual quantity for AMC will be counted quarter wise & shall not correspond / relate to any other quarter.

This 10% retention money will be released on satisfactory completion of the contract period on certification by BHEL PSER HQ IT and on compliance of Final Bill formalities as per Cl. No. 2.23.2 of General Conditions of Contract (Service), Volume-IB.

(A) (B.1) Penalty due to downtime may be calculated as follows (in INR):

(B1.1.1) Downtime due to hardware Failure

Total Downtime in a month = A hours

Downtime (%) = $B = (A / \text{Total Working hours}) * 100$

[Total working hours for PC, Laptops, Printers, Multifunction Devices, Plotters, Scanners, Projectors, Wireless Access Points, LAN Nodes other small peripherals within the scope of this contract = (No. of Days in the month X 8) hrs.

Total working hours for Routers, Network Switches, Storage Devices, Servers, Back Up devices, RF Devices & UPS = (No. of Days in the month X 24) hrs.]

Equipment AMC charge for a quarter (In Rs.) = R

Equipment AMC charge for a month (In Rs.) = M = (R/3)

Amount of Deduction for the month (In Rs.) = $[(B * M) / 100]$

(B1.1.2) Downtime due to Facility Management (service) Issue:

Total Downtime in a month = A hours

Downtime (%) = $B = (A / \text{Total Working hours}) * 100$

[Total working hours for PC, Laptops, Printers, Multifunction Devices, Plotters Scanners, Projectors, Wireless Access Points, LAN Nodes other small peripherals within the scope of this contract = (No. of Days in the month X 8) hrs.

Total working hours for Routers, Network Switches, Storage Devices, Servers, Back Up devices, CCTV System, Access Control System & UPS = (No. of Days in the month X 24) hrs.]

Service charge for a quarter (In Rs.) = R {where R=(Total quarterly Value of Facility Management for all the locations under scope of contract)/(Number of Assets under the scope of the contract)}

Equipment Service charge for a month (In Rs.) = M = (R/3)

Amount of Deduction for the month (In Rs.) = $[(B \times M) / 100]$

(B.2) Penalty due to failure in carrying out Preventive maintenance visits may be calculated as follows (in INR):

In case the vendor fails to carry out preventive maintenance visit at any site as listed in **Annexure IV**, the corresponding amount of FM charges for that site for that quarter shall be deducted from the bill submitted by the vendor for that quarter on pro rata basis.

(B.3) Penalty for non-compliance for manpower may be calculated as follows (in INR):

Amount of Deduction for the quarter = (No. of Manpower Non-Compliant) X (No. of days Non-Compliant) X (Total Value of FM quarterly) X 0.1%

(B.4) Penalty for Delay in the Start of Work may be calculated as follows (in INR):

Penalty on delay in start of work will be applicable to the delays attributed to vendor. Penalty will be considered separately for the same. The rate of penalty for delayed start of work shall be @ 0.5% per week of delay of total WO value subject to maximum of 10% of total WO value.

The maximum cumulative penalty to be imposed on the vendor on account of penalties for (B.2), (B.3) & (B.4) shall be 10% of the total Contract Value. However, maximum cumulative penalty to be imposed on the vendor on account of penalties for (B.1) is 10% of the total contract value.

10. TERMINATION

BHEL PSER may terminate this CONTRACT at any time by informing the vendor of BHEL PSER's intention to do so in writing by giving notice for a period of one month and without assigning any reasons whatsoever. In such case no payment will be given for the balance period of CONTRACT including period of unsatisfactory services, if any.

BHEL reserve the right to terminate the CONTRACT of the respective machine(s) due to repeated failure on the part of vendor to attend to problems of machine(s) or due to other reasons, found necessary by BHEL for betterment / up gradation of the systems. Under such circumstances, proportional amount shall not be admissible by BHEL for payment to the vendor

Further in case of observance of violation of any policies/rules/procedures of BHEL by on-site or offsite support personnel of vendor, strict action shall be taken on vendor/vendor's personnel under intimation to the vendor.

11. PURCHASER'S RIGHTS:

The Purchaser reserves the right to make changes within the scope of the contract with the following aspects at any point of time.

BHEL may make changes within the general scope of the contract in any one or more of the following during contract period with a written intimation:

-
- Change of location for provision of services
 - Change in number of Machines at any location across all locations
 - Change in number of LAN nodes at any location across all locations
 - Addition or surrender of FM services due to opening or closing of sites.
 - For surrender of FM Site, payment for FM charges shall be made on pro- rata (as per visit basis) of the visit cost (for preventive maintenance/maintenance service). Once the site is closed the requisite payment of FM charges for that site shall not be paid in the subsequent bills.

12. SUBLETTING OF CONTRACT

The contract or any part thereof shall not be subcontracted/assigned or otherwise transferred without obtaining prior consent in writing from BHEL PSER.

13. SPECIAL CONDITION OF CONTRACT:

The vendor must quote for LAN Nodes and FM for all the sites mentioned in the scope of work (including optional).

Price variation Clause (PVC) & Over Run Charges (ORC) are not applicable for this contract.

14. QUALITY ACCEPTANCE CRITERIA:

The vendor has to ensure that all the M/Cs as mentioned in Annexure II are in perfect working condition for a minimum of 95% of the total working hours. The total working hours will be calculated on the basis of:

- 8 working hours per day for PC, Laptops, Printers, Multifunction devices, Plotters Scanners, Projectors, Wireless Access Points, LAN Nodes other small peripherals within the scope of the contract.
- 24 working hours per day for Routers, Network Switches, Servers, Back Up devices, & UPS.

15. LIMITATION OF LIABILITY:

The Bidder's liability will be limited to the value of this contract only.

16. TAXES AND DUTIES:

1. TDS under Income Tax shall be deducted at prevailing rates on gross invoice value from the running bills unless exemption certificate from the appropriate authority / authorities is furnished.
2. TDS under Income Tax shall be deducted at prevailing rates on gross invoice value from the running bills unless exemption certificate from the appropriate authority / authorities is furnished.
3. TDS under GST (if/ as and when applicable) shall be deducted at prevailing rates on gross invoice value from the running bills.

4. **All taxes excluding GST with applicable cess & BOCW Cess (dealt separately in Tender)** but including, Charges, Royalties, any State or Central Levy and other Taxes for materials if any obtained for the work and for the execution of the contract shall be borne by the bidder and shall not be payable extra by BHEL.
5. **Any increase of the same at any stage during execution including extension of the contract shall have to be borne by the contractor. Quoted / accepted rates / price shall be inclusive of all such requirements. Please note that since GST on output will be paid by BHEL separately as enumerated below, the bidder quoted rates / price should be after considering the Input Credit under GST law at the bidder end.**
6. **GST: GST along with Cess (as applicable) legally leviable & payable by the successful bidder as per GST Law, shall be paid by BHEL. Hence bidder shall not include GST with applicable cess in their quoted price.**

The successful bidder shall furnish proof of GST registration with GSTN Portal covering the services under this contract. Registration should also bear endorsement for the premises from where the billing shall be done by the successful bidder on BHEL for this project / work.

7. Bidder shall note that the GST Tax Invoice complying with GST Invoice Rules (Section 31 of GST Act & Rules referred there under) wherein the 'Bill to' details shall be as per following: -

BHEL GSTN - 19AAACB4146P1ZC

NAME - Bharat Heavy Electricals Limited, Power Sector Eastern Region

ADDRESS - Plot No. DJ-9/1, Sector – II, Karunamoyee, Salt Lake City, Kolkata - 700091

Bidder to immediately intimate on the day of removal of Goods (in case of any supply of goods) to BHEL along with all relevant details and a scanned copy of Tax Invoice through following communication mode for enabling BHEL to meet its GST related compliances:

Portal Address: To be intimated later

and

Email Address: konar@bhel.in

In case of delay in submission of the above mentioned documents on the date of despatch, BHEL may incur penalty / interest for not adhering to Invoicing Rules under GST Law. The same will be liable to be recovered from the successful bidder, if such delay is not attributable to BHEL.

8. In case of raising any Supplementary Tax Invoice (Debit / Credit Note) Bidder shall issue the same containing all the details as referred to in Section 34 read with Section 31 of GST Act & Rules referred there under.
9. Bidder shall comply with the time limit prescribed under the GST Law and rules thereof for raising of the tax invoice. If any supply of goods is applicable, Bidder shall also ensure prompt delivery of Goods after despatch.

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10. Bidder shall note that in case GST credit is delayed / denied to BHEL due to delayed / non receipt of goods and / or tax invoice or expiry of the timeline prescribed in GST Law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from the vendor along with interest levied / leviable on BHEL, as the case may be.
11. Bidder shall upload the Invoices raised on BHEL in GSTR-1 within the prescribed time as given in the GST Act. Bidder shall note that in case of delay in declaring such invoice in the bidder 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 the bidder along with interest levied / leviable on BHEL.
12. Way Bill: Successful Bidder to arrange for way bill / e-waybill for any transfer of goods for the execution of the contract.

The Bidder has to make their own arrangement at their cost for completing the formalities, if required, with Issuing Authorities, for bringing materials, plants & machinery at site for execution of the works under this contract, Road Permit / Way Bill, if required, shall be arranged by the contractor and BHEL will not supply any Road Permit / Way Bill for this purpose.

13. Any New taxes & duties, if imposed subsequent to due date of offer submission as per NIT & TCN, by statutory authority during contract period (including extension, if the same is not attributable to the bidder), shall be reimbursed by BHEL on production of relevant supporting document to the satisfaction of BHEL. However, the bidder shall obtain prior approval from BHEL before depositing any such new taxes and duties.

Benefits and / or abolition of all existing taxes must be passed on to BHEL against new Taxes, if any, be introduced at a later date.

14. As per the Anti-Profitteering clause bidder shall pass on the benefit to BHEL in case of any reduction of the GST rate. Further any Excise Duty, VAT, CST, Service Tax, Entry Tax embedded in the price of the goods/services shall be passed on BHEL

ANNEXURE II : ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - LAPTOP**

ANNEXURE - II (LAPTOP)							
SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	OLD LOCAT ION
1	CR-378	CND6350NSR	LAPTOP	LAPTOP COMPUTER MAKE : HP COMPAQ MODEL: NC6400	HP	KALINGANAGAR	PARAD EEP
2	CR-405	CND6341TDG	LAPTOP	LAPTOP COMPUTER MAKE : HP COMPAQMODEL: NC6400	HP	KOLKATA	
3	CR-641	CNU8072HL3	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
4	CR-651	CNU8072HH6	LAPTOP	LAPTOP NX6320	HP	KAMENG (NEEPCO)	KAME NG (NEEP CO)
5	CR-660	CNU8072HP1	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
6	CR-666	CNU8072HSY	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
7	CR-668	INA237PBMS	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
8	CR-670	CNU8072GV3	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
9	CR-672	CNU8072HQY	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
10	CR-682	CNU8072HHY	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
11	CR-691	CNU8072HPL	LAPTOP	LAPTOP NX6320	HP	KOLKATA	
12	CR-973	78BX4BS	LAPTOP	DELL LATITUDE E4300	DELL	PUNATSANGCHU	
13	CR-976	98BX4BS	LAPTOP	DELL LATITUDE E4300	DELL	KOLKATA	
14	CR-978	68BX4BS	LAPTOP	DELL LATITUDE E4300	DELL	NPGCL - NABINAGAR	
15	CR-1270	LR-4BNFG	LAPTOP	LENOVO THINKPAD L420	LENOV O	KOLKATA	
16	CR-1271	LR-4BNCX	LAPTOP	LENOVO THINKPAD L420	LENOV O	KOLKATA	
17	CR-1272	LR-4BNFK	LAPTOP	LENOVO THINKPAD L420	LENOV O	KOLKATA	
18	CR-1273	LR-4BNHX	LAPTOP	LENOVO THINKPAD L420	LENOV O	KOLKATA	
19	CR-1274	LR-4BNKP	LAPTOP	LENOVO THINKPAD L420	LENOV O	PUNATSANGCHU / ALIPURDUAR	

LIST OF IT EQPT TO BE COVERED UNDER AMC - PC**ANNEXURE - II (PC)**

SL NO	IT SL NO	MAC SL NO	TY PE	ITEM_DESC	MAKE	LOCATION	LOCATI ON NEW	AMC PERIOD START DATE
1	CR-526	INA811072B	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARH		
2	CR-527	INA81107GY	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
3	CR-528	INA811076K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
4	CR-530	INA81107JX	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
5	CR-531	INA8110HB 2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
6	CR-532	INA8116HD5	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
7	CR-533	INA8110HGM	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
8	CR-534	INA8110HD4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
9	CR-535	INA8110H5 K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
10	CR-536	INA8110H43	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
11	CR-537	INA8110H2 C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
12	CR-538	INA8110H7 S	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
13	CR-539	INA8110HD K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
14	CR-540	INA81107L0	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
15	CR-541	INA8110H2C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
16	CR-542	INA81107JM	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
17	CR-544	INA8110HB 1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
18	CR-545	INA81107H L	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
19	CR-546	IA81107C0	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
20	CR-547	INA8110HF 3	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
21	CR-548	INA8110HG 8	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
22	CR-549	INA8110HB 8	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
23	CR-550	INA8110HGR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
24	CR-551	INA8110717	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
25	CR-552	INA8110HCL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
26	CR-553	INA81106TL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
27	CR-554	INA8110HF V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
28	CR-555	INA8110H38	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
29	CR-556	INA8110HB K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NPGCL - NABINAGAR		
30	CR-557	INA8110H42	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
31	CR-558	INA8110HG	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	NORTH		

		L		DC 7800		KARANPURA		
32	CR-559	INA81107G L	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
33	CR-560	INA8110H53	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NAMRUP		
34	CR-561	INA8110H2 W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
35	CR-562	INA8110HG K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
36	CR-563	INA8110H9 W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
37	CR-564	INA81107CJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
38	CR-565	INA8110H44	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
39	CR-566	INA8110H6 V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
40	CR-567	INA8110H41	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
41	CR-568	INA81107H7	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
42	CR-569	INA8110H4 V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
43	CR-570	INA81106T8	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
44	CR-571	INA8110HG D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
45	CR-572	INA8110H4 C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
46	CR-574	INA8110D8 T	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
47	CR-575	INA8110D4 Z	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
48	CR-576	INA8110D89	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
49	CR-577	INA81107FM	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
50	CR-578	INA81107B9	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
51	CR-579	INA8110H33	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
52	CR-580	INA8110H3 H	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
53	CR-581	INA8110HD V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
54	CR-582	INA8110773	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
55	CR-583	INA8110HF L	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
56	CR-584	INA8116HD5	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
57	CR-585	INA8110HF W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
58	CR-586	INA8110H6 C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
59	CR-587	INA81107K6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
60	CR-588	INA8110HF 8	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
61	CR-589	INA8110HC J	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
62	CR-590	INA8110HC C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
63	CR-591	INA8110HF 2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
64	CR-592	INA8110H3J	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
65	CR-593	INA8110H5 G	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
66	CR-594	INA81106Z	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
67	CR-595	INA8110H48	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	KOLKATA		

				DC 7800				
68	CR-596	INA811OH8P	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
69	CR-597	INA8110HG6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
70	CR-598	INA811OH3Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
71	CR-599	INA8110HBX	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
72	CR-600	INA811OH7G	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
73	CR-601	INA811O76S	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
74	CR-602	INA811O78Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
75	CR-603	INA811O8B1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
76	CR-604	INA811OH6M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
77	CR-605	INA811OHH6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
78	CR-606	INA811O7HN	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
79	CR-607	INA811OHC D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
80	CR-608	INA8110784	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
81	CR-609	INA849021G	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
82	CR-610	INA811OHC H	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
83	CR-612	INA811O761	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
84	CR-613	INA811OH2Z	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
85	CR-614	INA811OH G9	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
86	CR-615	INA811OHF S	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
87	CR-616	INA811OHB P	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
88	CR-617	INA811OH3 M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
89	CR-618	INA811OHC N	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
90	CR-619	INA811OH8 R	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
91	CR-620	INA811OHC N	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
92	CR-621	INA811OHD N	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
93	CR-622	INA811OH6 X	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
94	CR-623	INA811OH61	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
95	CR-624	INA811OHF D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
96	CR-625	INA811OH3 K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
97	CR-626	INA811OH9 K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
98	CR-627	INA811O79H	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
99	CR-628	INA811O7BF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
100	CR-629	INA811OHG Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
101	CR-630	INA811OHC M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
102	CR-631	INA811OH5 B	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
103	CR-632	INA811O6X0	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	KOLKATA		

				DC 7800				
104	CR-633	INA8110HC3	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
105	CR-634	INA8110HFB	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
106	CR-635	INA8110H3D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
107	CR-636	INA8110H5Q	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
108	CR-637	INA80800S4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
109	CR-700	INA8110740	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
110	CR-701	INA81106TR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
111	CR-702	INA81106SR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
112	CR-705	INA81106ZR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
113	CR-707	INA8110732	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
114	CR-708	INA81106YK	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
115	CR-709	INA81106T2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
116	CR-710	INA81106WN	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
117	CR-711	INA81106WP	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
118	CR-712	INA81106VF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
119	CR-720	INA8110H5Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
120	CR-721	INA80800RY	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
121	CR-722	INA80800SQ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
122	CR-723	INA8170529	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLKATA	
123	CR-724	INA80800S1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
124	CR-725	INA80800SC	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
125	CR-726	INA8330326	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
126	CR-727	INA80800SS	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
127	CR-728	INA8250VHP	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
128	CR-729	INA84904YJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
129	CR-730	INA81107IV	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
130	CR-731	INA8110H2X	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BRBCL - NABINAGAR		
131	CR-732	INA8110H5L	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
132	CR-733	INA8110D58	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
133	CR-734	INA8110HH2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARH		
134	CR-735	INA81107WL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
135	CR-736	INA80800RS	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
136	CR-737	INA8250VHL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
137	CR-738	INA8250VHK	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
138	CR-739	INA8240CZ	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	BOKARO-A	KOLK	

		N		DC 7800			ATA	
139	CR-740	INA817051M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
140	CR-741	INA8250VH M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
141	CR-742	INA8110823	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
142	CR-743	INA80800R2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
143	CR-744	INA81704XB	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
144	CR-746	INA8250VH R	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
145	CR-748	INA8110869	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
146	CR-749	INA8250VH S	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
147	CR-750	INA80800V1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KAHALGAON		
148	CR-751	INA80800S6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLK ATA	
149	CR-752	INA80800T4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLK ATA	
150	CR-753	INA81704Y6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLK ATA	
151	CR-754	INA81108DF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NAMRUP		
152	CR-755	INA811085V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
153	CR-756	INA81704ZR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
154	CR-757	INA80800PS	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
155	CR-758	INA80800NH	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
156	CR-759	INA8170511	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
157	CR-760	INA8250VH T	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
158	CR-761	INA8250VH Z	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
159	CR-762	INA8250VH W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
160	CR-763	INA817052V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
161	CR-764	INA80800NR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
162	CR-765	INA80800TZ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
163	CR-767	INA80800V7	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
164	CR-768	INA817052Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
165	CR-769	INA80800T1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
166	CR-770	INA8250VHJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
167	CR-771	INA8250VH X	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLK ATA	
168	CR-772	INA817050G	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLK ATA	
169	CR-773	INA833032V	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
170	CR-774	INA81704Z W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
171	CR-777	INA81108B2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
172	CR-778	INA81108CG	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	MTTP - KANTI		
173	CR-779	INA811082M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	MTTP - KANTI		
174	CR-780	INA81108CF	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	IB VALLEY		

				DC 7800				
175	CR-781	INA8110718	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLKATA	
176	CR-787	INA811071Z	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
177	CR-788	INA811072Q	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
178	CR-791	INA80800TL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BOKARO-A	KOLKATA	
179	CR-795	INA80800RQ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
180	CR-797	INA80800VN	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
181	CR-801	INA811080Q	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
182	CR-802	INA81107NH	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
183	CR-803	INA81108CW	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
184	CR-805	INA81107M2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
185	CR-806	INA81108BZ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
186	CR-807	INA8110860	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	PARADIP (IOCL)	KOLKATA	
187	CR-808	INA81107NZ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
188	CR-809	INA811080K	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
189	CR-811	INA81106ZB	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	PARADIP (IOCL)	KOLKATA	
190	CR-812	INA811073C	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	PARADIP (IOCL)	KOLKATA	
191	CR-814	INA81106XQ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
192	CR-815	INA81106W3	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
193	CR-818	INA81106Y3	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
194	CR-819	INA811073D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
195	CR-820	INA8110746	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
196	CR-821	INA81108D6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
197	CR-822	INA8110898	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
198	CR-823	INA811088W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
199	CR-824	INA811084M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
200	CR-825	INA81108BY	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
201	CR-826	INA811083G	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
202	CR-832	INA8240CV2	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
203	CR-833	INA8110HB4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
204	CR-834	INA8110HB5	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
205	CR-835	INA822001NZ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
206	CR-836	INA80800NF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
207	CR-837	INA80800VR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
208	CR-838	INA80800P4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
209	CR-839	INA81107Z6	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
210	CR-840	INA81107MJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	SAGARDIGHI		

				DC 7800		WBPDC		
211	CR-841	INA81107N4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
212	CR-842	INA8110804	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
213	CR-843	INA81107NJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
214	CR-844	INA81107YJ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
215	CR-845	INA81107Z9	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
216	CR-846	INA8110807	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	PARADIP (IOCL)	KOLKATA	
217	CR-847	INA81107MO	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NORTH KARANPURA		
218	CR-848	INA81107W4	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
219	CR-850	INA84904YL	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
220	CR-853	INA81704XQ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NAMRUP		
221	CR-854	INA84904YN	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NPGCL - NABINAGAR		
222	CR-856	INA8250VHQ	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
223	CR-857	INA84904YM	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
224	CR-858	INA8250VHD	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARAUNI EPC		
225	CR-859	INA8250VHF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	BARH		
226	CR-860	INA8110H3F	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KAHALGAON		
227	CR-861	INA8250VHG	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KAHALGAON		
228	CR-863	INA811088D	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
229	CR-864	INA82201QR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	ROURKELA		
230	CR-865	INA811089W	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NABINAGAR		
231	CR-866	INA811086M	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
232	CR-867	INA8110H45	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KAHALGAON		
233	CR-869	INA8240CYR	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	IB VALLEY		
234	CR-870	INA8170504	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SAGARDIGHI WBPDC		
235	CR-871	INA8110D4H	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	PARADIP (IOCL)	KOLKATA	
236	CR-873	INA8240CWF	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
237	CR-874	INA8110835	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NAMRUP		
238	CR-877	INA81108C3	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	KOLKATA		
239	CR-878	INA81106Y5	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
240	CR-881	INA811074F	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NAMRUP		
241	CR-890	INA8110893	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
242	CR-891	INA8110890	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
243	CR-892	INA811088Y	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC-BONGAIGAO N		
244	CR-893	INA81108DP	PC	PC WITH 17 TFT MONITOR HP COMPAQ	HP	NTPC-		

				DC 7800		BONGAIGAO N		
245	CR-894	INA8110877	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NTPC- BONGAIGAO N		
246	CR-897	INA82201NP	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	SURATGARH TPS		
247	CR-898	1106AA0845 73	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
248	CR-899	C096AA0827 00	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
249	CR-900	1106AA0845 74	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
250	CR-901	1106AA0895 82	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
251	CR-902	1106AA0895 83	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
252	CR-903	1106AA0896 52	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
253	CR-904	1106AA0844 69	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
254	CR-905	1106AA0845 62	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
255	CR-906	1106AA0896 24	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
256	CR-907	1106AA0895 84	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
257	CR-908	1106AA0844 70	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
258	CR-909	1106AA0845 59	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
259	CR-910	1106AA0845 53	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
260	CR-911	1106AA0895 85	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
261	CR-912	C096AA0826 99	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
262	CR-913	1106AA0845 24	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
263	CR-914	1106AA0896 13	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
264	CR-915	1106AA0896 00	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
265	CR-916	1106AA0845 49	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
266	CR-917	1106AA0896 46	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
267	CR-918	1106AA0845 60	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
268	CR-922	1106AA0891 25	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
269	CR-923	1106AA0896 05	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
270	CR-924	1106AA0896 33	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
271	CR-925	1106AA0845 36	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
272	CR-926	1106AA0845 32	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
273	CR-927	1106AA0896 07	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
274	CR-928	1106AA0845 35	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
275	CR-929	1106AA0896 06	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
276	CR-930	1106AA0896 28	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
277	CR-931	1106AA0845 27	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
278	CR-932	1106AA0896 20	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
279	CR-933	1106AA0895 97	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		

280	CR-934	1106AA089614	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
281	CR-935	1106AA089580	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
282	CR-936	1106AA089627	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
283	CR-937	1106AA084540	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
284	CR-938	1106AA089125	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
285	CR-939	1106AA089616	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
286	CR-941	1106AA089577	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
287	CR-942	1106AA089601	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
288	CR-943	1106AA089572	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
289	CR-945	1106AA089623	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
290	CR-947	1106AA084567	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
291	CR-948	1106AA089612	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
292	CR-950	1106AA089635	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
293	CR-951	1106AA084556	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
294	CR-952	1106AA084576	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
295	CR-953	1106AA084550	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
296	CR-955	1106AA089641	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
297	CR-956	1106AA084544	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
298	CR-958	1106AA089622	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
299	CR-960	1106AA084522	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
300	CR-961	1106AA084578	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SAGARDIGHI WBPDC		
301	CR-963	1106AA089602	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
302	CR-965	1106AA084570	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
303	CR-966	1106AA084546	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
304	CR-969	1106AA084537	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
305	CR-988	1106AA084557	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
306	CR-989	1106AA089574	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
307	CR-990	1106AA084572	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
308	CR-991	1106AA089126	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
309	CR-992	1106AA084543	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
310	CR-993	1106AA084539	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
311	CR-994	1106AA084580	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC-BONGAIGAO N		
312	CR-995	1106AA0896	PC	PC WITH 17 TFT MONITOR HCL INFINITY	HCL	NTPC-		

		10		TRU SL 1300		BONGAIGAO N		
313	CR-996	1106AA0845 31	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC- BONGAIGAO N		
314	CR-997	1106AA0845 23	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BARAUNI EPC		
315	CR-998	1106AA0896 39	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
316	CR-999	1106AA0845 28	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLK ATA	
317	CR-1000	1106AA0845 75	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
318	CR-1001	1106AA0845 25	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
319	CR-1002	1106AA0896 36	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
320	CR-1003	1106AA0896 03	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
321	CR-1004	1106AA0895 90	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
322	CR-1006	1106AA0895 81	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
323	CR-1007	1106AA0891 23	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
324	CR-1008	1106AA0845 47	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
325	CR-1009	1106AA0896 40	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
326	CR-1010	1106AA0845 26	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
327	CR-1014	1106AA0845 69	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
328	CR-1015	C096AA0826 98	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
329	CR-1016	1106AA0896 19	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
330	CR-1020	1106AA0891 24	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
331	CR-1025	1106AA0896 09	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
332	CR-1026	1106AA0845 52	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
333	CR-1028	1106AA0895 93	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
334	CR-1030	1106AA0896 42	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
335	CR-1031	1106AA0896 54	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
336	CR-1035	1106AA0845 63	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
337	CR-1036	1106AA0896 45	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
338	CR-1037	1106AA0845 41	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
339	CR-1038	1106AA0896 38	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
340	CR-1041	1106AA0895 73	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
341	CR-1044	1106AA0896 11	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
342	CR-1045	1106AA0845 42	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BARH		
343	CR-1046	1106AA0845 71	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BARH		
344	CR-1047	1106AA0896 30	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BRBCL - NABINAGAR		
345	CR-1048	1106AA0895 99	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
346	CR-1049	1106AA0896 31	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BRBCL - NABINAGAR		
347	CR-1050	1106AA0895 76	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BARAUNI EPC		

348	CR-1051	1106AA089604	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
349	CR-1052	1106AA089129	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
350	CR-1053	1106AA089632	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BRBCL - NABINAGAR		
351	CR-1054	1106AA089594	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
352	CR-1057	1106AA084566	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
353	CR-1058	1106AA089651	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
354	CR-1059	1106AA084538	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
355	CR-1062	1106AA089649	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
356	CR-1064	1106AA089591	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
357	CR-1065	1106AA084581	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
358	CR-1066	C096AA083034	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
359	CR-1067	C096AA082697	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
360	CR-1068	1106AA089596	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
361	CR-1069	1106AA084561	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
362	CR-1070	1106AA089128	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
363	CR-1071	1106AA089571	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
364	CR-1072	1106AA089579	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
365	CR-1073	1106AA082696	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
366	CR-1074	1106AA089626	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
367	CR-1075	1106AA089637	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
368	CR-1076	1106AA084521	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
369	CR-1077	1106AA084579	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BOKARO-A	KOLKATA	
370	CR-1082	4106AA135375	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
371	CR-1084	4106AA135374	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
372	CR-1085	4106AA135382	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
373	CR-1086	4106AA135398	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
374	CR-1087	4106AA135391	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
375	CR-1089	NA	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
376	CR-1090	4106AA0135410	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
377	CR-1091	4106AA135396	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
378	CR-1092	4106AA135394	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
379	CR-1093	4106AA135393	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
380	CR-1094	4106AA135386	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
381	CR-1095	4106AA135370	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
382	CR-1096	4106AA135406	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
383	CR-1097	4106AA135390	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		

384	CR-1098	4106AA135407	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	ROURKELA		
385	CR-1099	4106AA135368	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
386	CR-1100	4106AA135367	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
387	CR-1101	4106AA135366	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
388	CR-1104	4106AA135400	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
389	CR-1105	4106AA135397	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
390	CR-1106	4106AA135369	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	BARAUNI EPC		
391	CR-1107	4106AA135389	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
392	CR-1108	4106AA135383	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
393	CR-1110	4106AA135403	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
394	CR-1111	4106AA135373	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
395	CR-1112	4106AA135379	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC- BONGAIGAO N		
396	CR-1113	4106AA135387	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
397	CR-1114	4106AA135378	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
398	CR-1115	4106AA135405	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
399	CR-1116	4106AA135362	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NTPC- BONGAIGAO N		
400	CR-1117	4106AA135399	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
401	CR-1118	4106AA135381	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
402	CR-1119	4106AA135408	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	IB VALLEY		
403	CR-1120	4106AA135360	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
404	CR-1122	4106AA135384	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SAGARDIGHI WBPDC		
405	CR-1123	4106AA135365	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
406	CR-1124	4106AA135385	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
407	CR-1125	4106AA135363	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NAMRUP		
408	CR-1126	4106AA135403	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NORTH KARANPURA		
409	CR-1128	4106AA135392	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
410	CR-1131	4106AA135376	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
411	CR-1132	4106AA135372	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NPGCL - NABINAGAR		
412	CR-1133	4106AA135388	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	KOLKATA		
413	CR-1142	4106AA135371	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
414	CR-1143	L94330X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
415	CR-1144	L94316H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARH		
416	CR-1145	L94278A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		

417	CR-1146	L94346H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
418	CR-1147	L94337R	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
419	CR-1148	L94325R	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BRBCL - NABINAGAR		
420	CR-1150	L94329F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
421	CR-1151	L94287Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	RAMMAM		
422	CR-1152	L94374E	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDC		
423	CR-1153	L94325W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
424	CR-1155	L94307Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SURATGARH TPS		
425	CR-1156	L94308W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
426	CR-1157	L94373Y	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
427	CR-1158	L94339Y	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
428	CR-1159	L94305C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
429	CR-1160	L94277M	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
430	CR-1161	L94336F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
431	CR-1162	L94374M	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARAUNI EPC		
432	CR-1163	L94339Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARH		
433	CR-1164	L94346B	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BARH		
434	CR-1171	L94341F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
435	CR-1172	L94345H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NPGCL - NABINAGAR		
436	CR-1173	L94330A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
437	CR-1176	L94334C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
438	CR-1177	L94347T	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		

439	CR-1178	L94308A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
440	CR-1179	L94341K	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
441	CR-1180	L94346L	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
442	CR-1181	L94329A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
443	CR-1182	L94285X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NTPC-BONGAIGAO N		
444	CR-1184	L9436P	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
445	CR-1185	L94326T	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
446	CR-1187	L94346E	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
447	CR-1188	L94334W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
448	CR-1189	L94343W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SURATGARH TPS		
449	CR-1190	L94346F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BOKARO-A	KOLKATA	
450	CR-1191	L94345X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
451	CR-1192	L94345P	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KAHALGAON		
452	CR-1193	L94336B	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
453	CR-1194	L94336D	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BOKARO-A	KOLKATA	
454	CR-1196	L94339G	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		
455	CR-1197	L94345D	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SURATGARH TPS		
456	CR-1198	L94339X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SURATGARH TPS		
457	CR-1199	L94343B	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	MTTP - KANTI		
458	CR-1200	L94374A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
459	CR-1202	L94334M	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
460	CR-1204	L94373L	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KOLKATA		

461	CR-1205	L94341H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NPGCL - NABINAGAR		
462	CR-1208	L94374C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NAMRUP		
463	CR-1209	L94345F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BRBCL - NABINAGAR		
464	CR-1210	L94326K	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KAMENG (NEEPCO)		
465	CR-1211	L94326A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NAMRUP		
466	CR-1212	L94323F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NAMRUP		
467	CR-1213	L94320C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	BRBCL - NABINAGAR		
468	CR-1214	L94343V	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	KAHALGAON		
469	CR-1215	L94322T	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	MTTP - KANTI		
470	CR-1216	L94345G	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	MTTP - KANTI		
471	CR-1217	L94323D	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	MTTP - KANTI		
472	CR-1218	L94347N	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	MTTP - KANTI		
473	CR-1221	L94339C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
474	CR-1223	L94328X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
475	CR-1224	L94299G	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
476	CR-1227	L94328W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
477	CR-1228	L94373W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
478	CR-1229	L94347D	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
479	CR-1230	L94341R	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
480	CR-1231	L94334E	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
481	CR-1232	L94317W	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
482	CR-1233	L94347E	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	

483	CR-1234	L94343P	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
484	CR-1235	L94335C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
485	CR-1236	L94324Y	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
486	CR-1237	L94347H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
487	CR-1238	L94346A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
488	CR-1239	L94339N	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
489	CR-1240	L94333X	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
490	CR-1241	L94347G	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
491	CR-1242	L94347F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
492	CR-1243	L94341P	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
493	CR-1244	L94373N	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
494	CR-1245	L94374H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
495	CR-1246	L94337V	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
496	CR-1247	L94339M	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDCI		
497	CR-1248	L94339H	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	NORTH KARANPURA		
498	CR-1251	L94339V	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
499	CR-1252	L94333Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
500	CR-1257	L94340A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
501	CR-1258	L94334V	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
502	CR-1259	L94325Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		
503	CR-1262	L94340Z	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	IB VALLEY		
504	CR-1264	L94331Y	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	ROURKELA		

505	CR-1275	L95030K	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
506	CR-1276	L95021A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
507	CR-1277	L95036C	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
508	CR-1278	L95026A	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
509	CR-1279	L95041F	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
510	CR-1280	L95029Y	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	PARADIP (IOCL)	KALI NGAN AGAR	
511	CR-1281	L95018L	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDC		
512	CR-1282	L95028G	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	LENOVO	SAGARDIGHI WBPDC		
513	CR-1283	INA520VML8	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
514	CR-1284	INA520VMLD	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
515	CR-1285	INA520VMJS	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
516	CR-1286	INA520VML9	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
517	CR-1287	INA520VM MW	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
518	CR-1288	INA520VM MM	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
519	CR-1289	INA520VMKN	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
520	CR-1290	INA520VML4	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
521	CR-1291	INA520VMKP	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
522	CR-1292	INA520VMLC	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
523	CR-1293	INA518V8CH	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
524	CR-1294	INA518V8CJ	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
525	CR-1295	INA518V8CN	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
526	CR-1296	INA518V8CR	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
527	CR-1297	INA518V8CV	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SAGARDIGHI WBPDC		(AMC wef 24/09/2020)
528	CR-1298	INA518V8CW	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)

529	CR-1299	INA518V8C X	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
530	CR-1300	INA518V8C Z	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
531	CR-1301	INA520VTT P	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
532	CR-1302	INA520VTT R	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
533	CR-1303	INA520VTT T	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)
534	CR-1304	INA509QYW M	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
535	CR-1305	INA509QYW 4	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
536	CR-1306	INA509QYV V	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
537	CR-1307	INA509QYX T	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
538	CR-1308	INA509QYX R	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
539	CR-1309	INA509QYV F	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	IB VALLEY		(AMC wef 24/09/2020)
540	CR-1315	INA520VMJ 0	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	MTTP - KANTI	BARH	(AMC wef 24/09/2020)
541	CR-1316	INA520VMJ 1	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BARH		(AMC wef 24/09/2020)
542	CR-1317	INA520VMK K	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	MTTP - KANTI	BARH	(AMC wef 24/09/2020)
543	CR-1318	INA520VMK 0	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	MTTP - KANTI	BARH	(AMC wef 24/09/2020)
544	CR-1319	INA520VML P	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PATNA		(AMC wef 24/09/2020)
545	CR-1320	INA520VMK 1	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	MTTP - KANTI	BARH	(AMC wef 24/09/2020)
546	CR-1321	INA520VMK 8	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
547	CR-1322	INA520VML J	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
548	CR-1323	INA520VMJ F	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
549	CR-1324	INA520VML Z	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
550	CR-1325	INA520VML Q	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
551	CR-1326	INA520VML M	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
552	CR-1327	INA520VM M3	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
553	CR-1330	INA517V245	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	KOLKATA		(AMC wef 24/09/2020)

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554	CR-1332	INA517V24 M	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	ROURKELA		(AMC wef 24/09/2020)
555	CR-1333	INA517TW6 C	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
556	CR-1334	INA517TW6 G	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
557	CR-1335	INA517TW6 D	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
558	CR-1336	INA517TW6J	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
559	CR-1337	INA517TW6 O	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
560	CR-1338	INA517TW6 L	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
561	CR-1339	INA517TW5 V	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
562	CR-1340	INA517TW6 4	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
563	CR-1341	INA517TW5 G	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
564	CR-1342	INA517TW6 B	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SURATGARH TPS		(AMC wef 24/09/2020)
565	CR-1343	INA526Y9T H	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
566	CR-1344	INA526Y9V4	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
567	CR-1345	INA526Y9W L	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
568	CR-1346	INA526Y9W Q	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
569	CR-1347	INA526Y9X G	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
570	CR-1348	INA526Y9X Y	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
571	CR-1349	INA526Y9X5	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	PUNATSANG CHU		(AMC wef 24/09/2020)
572	CR-952	1106AA0845 76	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
573	CR-959	1106AA0896 48	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		
574	NA	1106AA0896 15	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SURATGARH TPS		

ANNEXURE II :ASSET LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - PRINTER

ANNEXURE - II (PRINTER)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MA KER	LOCATION	New Locati on	AMC PERIOD START DATE
1	PR-169	CNHKH92390	PRINTER	PRINTER NETWORK LASERJET BLACK:HP LJ 2420 DN	HP	KOLKATA		
2	PR-170	CNHKL44855	PRINTER	PRINTER NETWORK LASERJET BLACK:HP LJ 2420 DN	HP	KOLKATA		
3	PR-174	CNCJL19391	PRINTER	PRINTER LASERJET : P2015DN	HP	KOLKATA		
4	PR-179	CNCJM22948	PRINTER	PRINTER LASERJET : P2015DN	HP	SURATGARH TPS		
5	PR-181	CNCJM22656	PRINTER	PRINTER LASERJET : P2015DN	HP	KOLKATA		
6	PR-187	CNK2P36307	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	NPGCL - NABINAGAR		
7	PR-189	CNK2P41544	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	BOKARO-A	SAGA RDIG HI	
8	PR-192	CNK2P13285	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	NORTH KARANPURA		
9	PR-193	CNK2P13242	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	KOLKATA		
10	PR-206	CNK1R30469	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	BARH		
11	PR-211	CNK2N41960	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	KOLKATA		
12	PR-213	CNK2P09428	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	SAGARDIGHI WBPDC		
13	PR-217	CNK2P36309	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	MTTP - KANTI	KOLK ATA	
14	PR-218	CNK1R49509	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	PATNA		
15	PR-219	CNK1R56040	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	PATNA		
16	PR-224	CNK1R74273	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	NTPC- BONGAIGAON		
17	PR-235	CNCK210584	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BOKARO-A	SAGA RDIG HI	
18	PR-237	CNCK111098	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		
19	PR-238	CNCK210563	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		
20	PR-240	CNCK209529	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		
21	PR-242	CNC210572	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		
22	PR-247	CNCK210577	PRINTER	HP PRINTER:LASER JET P2055DN	HP	NORTH KARANPURA		
23	PR-248	CNCK110901	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		

24	PR-251	CNCK209522	PRINTER	HP PRINTER:LASER JET P2055DN	HP	NTPC-BONGAIGAON		
25	PR-252	CNCK209512	PRINTER	HP PRINTER:LASER JET P2055DN	HP	NTPC-BONGAIGAON		
26	PR-255	CNCK209527	PRINTER	HP PRINTER:LASER JET P2055DN	HP	ROURKELA		
27	PR-260	CNCK210581	PRINTER	HP PRINTER:LASER JET P2055DN	HP	IB VALLEY		
28	PR-261	CNCK110907	PRINTER	HP PRINTER:LASER JET P2055DN	HP	IB VALLEY		
29	PR-262	CNCK210565	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BOKARO-A	BRBCL NABI NAGAR	
30	PR-263	CNCK110900	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BOKARO-A	BRBCL NABI NAGAR	
31	PR-266	CNCK209753	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BARH		
32	PR-267	CNCK210580	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BARH		
33	PR-269	VNC3T19866	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BARAUNI EPC		
34	PR-274	VNC3T17364	PRINTER	HP PRINTER:LASER JET P2055DN	HP	BOKARO-A	BARH	
35	PR-277	VNC3T19434	PRINTER	HP PRINTER:LASER JET P2055DN	HP	MTTP - KANTI	PATNA	
36	PR-278	VNC3T11372	PRINTER	HP PRINTER:LASER JET P2055DN	HP	PARADIP (IOCL)	KALINGANAGAR	
37	PR-279	VNC3T12847	PRINTER	HP PRINTER:LASER JET P2055DN	HP	PARADIP (IOCL)	KALINGANAGAR	
38	PR-280	VNC3T19430	PRINTER	HP PRINTER:LASER JET P2055DN	HP	NORTH KARANPURA		
39	PR-284	VNC3T21315	PRINTER	HP PRINTER:LASER JET P2055DN	HP	ROURKELA		
40	PR-285	VNC3D08126	PRINTER	HP PRINTER:LASER JET P2055DN	HP	PUNATSANGCHU		
41	PR-286	VNC3P01594	PRINTER	HP PRINTER:LASER JET P2055DN	HP	KOLKATA		
42	PR-291	CNRXS76578	PRINTER	HP LASER 5200N PRINTER	HP	(SURATGARH CUSTOMER-JAIPUR OFFICE)		
43	PR-292	CNRXS74272	PRINTER	HP LASER 5200N PRINTER	HP	(SURATGARH CUSTOMER)		
44	PR-293	VNF3M03621	PRINTER	PRINTER HP LASERJET P1566	HP	KOLKATA		
45	PR-294	CNGXG2Q9BK	PRINTER	PRINTER HP COLOR LASERJET 5225DN (CE712A)	HP	(SURATGARH CUSTOMER-JAIPUR OFFICE)		
46	PR-295	VNH3X02723	PRINTER	HP LASERJET M401 dne	HP	BRBCL - NABINAGAR		(AMC wef 24/09/2020)
47	PR-296	VNH5C07216	PRINTER	HP LASERJET M401 dne	HP	NORTH KARANPURA		(AMC wef 24/09/2020)

48	PR-297	VNH3X05053	PRINTER	HP LASERJET M401 dne	HP	SURATGARH TPS	(AMC wef 24/09/2020)
49	PR-298	VNH4L06583	PRINTER	HP LASERJET M401 dne	HP	NAMRUP	(AMC wef 24/09/2020)
50	PR-299	VNH5C10637	PRINTER	HP LASERJET M401 dne	HP	PUNATSANGC HU	(AMC wef 24/09/2020)
51	PR-301	VNH5C07155	PRINTER	HP LASERJET M401 dne	HP	NORTH KARANPURA	(AMC wef 24/09/2020)
52	PR-302	VNH3X02702	PRINTER	HP LASERJET M401 dne	HP	NPGCL - NABINAGAR	(AMC wef 24/09/2020)
53	PR-303	VNH3X02871	PRINTER	HP LASERJET M401 dne	HP	KOLKATA	(AMC wef 24/09/2020)
54	PR-304	VNH4L05647	PRINTER	HP LASERJET M401 dne	HP	KOLKATA	(AMC wef 24/09/2020)
55	PR-305	CNBXH3Z6KB	PRINTER	HP A3 Laserjet M706 N	HP	PUNATSANGC HU	(AMC wef 24/09/2020)
56	PR-306	CNBXH6LCQP	PRINTER	HP A4 Laserjet Colour Ent M 552dn	HP	PUNATSANGC HU	(AMC wef 24/09/2020)

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - SERVER****ANNEXURE - II (SERVER)**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	CR-342	2FNWNG8	SERVER	PC SERVER IBM X-345 XEON 3.06 GHZ (DUAL)/ 4GB RAM/73 GBX 4NOS SCSI HDD/ RAID CARD/ ADDITIONAL NIC/ RPS/ ON BOARD DUAL ETHERNET/ CD DRIVE/ FDD	IBM	KOLKATA
2	CR-713	SGH806ELTO	SERVER	SERVER RACK HP PROLIANT DL 580 G48GB RAM	HP	KOLKATA
3	CR-980	SGH033XTTV	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
4	CR-981	SGH033XTTX	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
5	CR-982	SGH033XTV0	SERVER	2 WAY HP PROLIANT DL380 G6	HP	HYDERABAD
6	CR-983	SGH033XTV2	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
7	CR-984	SGH033XTV4	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
8	CR-985	SGH033XTV6	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
9	CR-986	SGH033XTV8	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
10	CR-987	SGH033XTVA	SERVER	2 WAY HP PROLIANT DL380 G6	HP	KOLKATA
11	CR-1265	SGH142XS8D	SERVER	Server 2-Way, HP DL 380G7.	HP	HYDERABAD

12	CR-1266	SGH142XS8W	SERVER	Server 2-Way, HP DL 380G7.	HP	KOLKATA
13	CR-1267	SGH142XR6Y	SERVER	Server 2-Way, HP DL 380G7.	HP	KOLKATA
14	CR-1268	SGH142XS7W	SERVER	Server 2-Way, HP DL 380G7.	HP	KOLKATA
15	CR-1269	SGH142XSAA	SERVER	Server 2-Way, HP DL 380G7.	HP	KOLKATA

ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC - MULTIFUNCTION DEVICES

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-258	CN99JD61GP	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: HP OFFICE JET 4580	HP	KOLKATA
2	OR-266	CN99JD71H3	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: HP OFFICE JET 4580	HP	KOLKATA
3	OR-268	CN99JD714Z	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: HP OFFICE JET 4580	HP	KOLKATA
4	OR-430	CN21UG40GC	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER AND PHONEMODEL: HP OFFICE JET 4500	HP	KOLKATA
5	OR-431	CN1B7G33HR	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER AND PHONEMODEL: HP OFFICE JET 4500	HP	KOLKATA
6	OR-449	CN3C72GJ2F	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: DESKJET INK ADVANTAGE 2645 AIO	HP	KOLKATA
7	OR-450	CN3C72GJ63	MULTIFUNCTION	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: DESKJET INK ADVANTAGE 2645 AIO	HP	KOLKATA
8	OR-496	CN52D4G0QH	MULTIFUNCTION	MULTIFUNCTION EQUIPMENT	HP	KOLKATA
9	OR-497	CN55J4G1M1	MULTIFUNCTION	MULTIFUNCTION EQUIPMENT	HP	KOLKATA
10	OR-498	CN55J4G1MD	MULTIFUNCTION	MULTIFUNCTION EQUIPMENT	HP	KOLKATA
11	NA	CN45M4G27T	MULTIFUNCTION	MULTIFUNCTION EQUIPMENT	HP	KOLKATA
12	NA	CN41O3G2R1	MULTIFUNCTION	MULTIFUNCTION EQUIPMENT	HP	KOLKATA

ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC - PLOTTERANNEXURE - II (PLOTTER)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAK E	LOCATION	New Location	AMC PERIOD START DATE
1	PR-156	SG67KD205S	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	KOLKATA		
2	PR-159	SG654C2030	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	NTPC-BONGAIGAON		
3	PR-162	SG67LD200V	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	SAGARDIGHI WBPDC		
4	PR-163	SG67LD200T	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	NPGCL - NABINAGAR		
5	PR-165	SG692D203M	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	BARAUNI EPC		
6	PR-190	MY821H3005	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	SURATGARH TPS		
7	PR-194	MY821H300M	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	BOKARO-A	BRBCL BANINAGAR	
8	PR-205	MY821H300P	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	NORTH KARANPURA		
9	PR-207	MY81TH3004-W	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	BARH		
10	PR-287	MY21563023	PLOTTER	HP PLOTTER DESIGNJET 510	HP	BARAUNI EPC		
11	PR-289	CN332FH038	PLOTTER	PLOTTER HP DNJ 790 PS 44:	HP	(SURATGARH CUSTOMER-JAIPUR OFFICE)		
12	PR-290	CN332FH035	PLOTTER	PLOTTER HP DNJ 790 PS 44:	HP	(SURATGARH CUSTOMER)		
13	PR-307	CN55PMH063	PLOTTER	HP Designjet T795 44-in eprinter	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
14	PR-308	CN55PMH	PLOTTER	HP Designjet T795 44-in eprinter	HP	IB VALLEY		(AMC wef 24/09/2020)
15	PR-309	CN55QMH003	PLOTTER	HP Designjet T795 44-in eprinter	HP	SURATGARH TPS		(AMC wef 24/09/2020)
16	PR-310	CN56MMH06	PLOTTER	HP Designjet T795	HP	NORTH		(AMC wef

		D		44-in eprinter		KARANPURA		24/09/2020)
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ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC - **ROUTER**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-045	JXMO637LGRS	ROUTER	ROUTER : CISCO 2621 ROUTER	CISCO	SURATGARH TPS

ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC – **SCANNER**

ANNEXURE - II (SCANNER)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	NEW LOCATION/ SL. NO.	AMC PERIOD START DATE
1	OR-126	CN63JTR090	SCANNER	SCANNER HP SCANJET 8250	HP	KOLKATA		
2	OR-127	CN63NTR486	SCANNER	SCANNER HP SCANJET 8250	HP	BARAUNI EPC		
3	OR-130	CN63HTR343	SCANNER	SCANNER HP SCANJET 8250	HP	ROURKELA		
4	OR-145	CN63JTR259	SCANNER	SCANNER HP SCANJET 8290	HP	PATNA		
5	OR-165	CN63JTR267	SCANNER	SCANNER HP SCANJET 8290	HP	SAGARDIGHI WBPDC		
6	OR-169	CN8BXB0178	SCANNER	SCANNER HP SCANJET 8350	HP	KOLKATA		
7	OR-171	CN6C7A0309	SCANNER	SCANNER HP SCANJET 8350	HP	KOLKATA		
8	OR-217	CN6C7A0104	SCANNER	SCANNER HP SCANJET 8350	HP	KOLKATA		
9	OR-284	CNO96A0176	SCANNER	HP SCANJET N 8420	HP	KOLKATA		
10	OR-286	CN6C7A1415	SCANNER	HP SCANJET N 8420	HP	KOLKATA		
11	OR-287	CN6C7A1429	SCANNER	HP SCANJET N 8420	HP	KOLKATA		
12	OR-	CN8BDA0156	SCANNER	HP SCANJET	HP	KOLKATA		

	289			N 8420				
13	OR-292	CN9BNA0125	SCANNER	HP SCANJET N 8420	HP	PUNATSANGCHU		
14	OR-293	CN9BNA0111	SCANNER	HP SCANJET N 8420	HP	SURATGARH TPS		
15	OR-294	CN9BNA0141	SCANNER	HP SCANJET N 8420	HP	NORTH KARANPURA		
16	OR-318	CN9BNA0195	SCANNER	HP SCANJET N 8420	HP	NTPC-BONGAIGAON		
17	OR-330	CN9BNA0191	SCANNER	HP SCANJET N 8420	HP	IB VALLEY		
18	OR-332	CN9BNA1044	SCANNER	HP SCANJET N 8420	HP	BARH		
19	OR-349	SG53H1100Z	SCANNER	HP SJ ENTERPRISE FLOW 7500	HP	KOLKATA		
20	OR-404	7768	SCANNER	Scanner - A3 Color High End FUJITSU Fi 6770	FUJITSU	KOLKATA		
21	OR-411	SG1AE4101F	SCANNER	Scanner - A4 Color HP SJ Ent 7500	HP	BARAUNI EPC		
22	OR-413	SG1AD4101S	SCANNER	Scanner - A4 Color HP SJ Ent 7500	HP	PARADIP (IOCL)	KALINGANAGAR	
23	OR-452	CN3BK50008	SCANNER	SCANNER HP SJ3000S2 (L2737A)	HP	(SURATGARH CUSTOMER)		
24	OR-500	SG48K1100G	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)
25	OR-501	SGHCA1102R	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	KOLKATA		(AMC wef 24/09/2020)
26	OR-502	SG48K11001	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	NORTH KARANPURA		(AMC wef 24/09/2020)
27	OR-503	SG4CA11033	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	NAMRUP		(AMC wef 24/09/2020)
28	OR-508	SG43Q11034	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	PUNATSANGCHU		(AMC wef 24/09/2020)
29	OR-509	SG51S1100G	SCANNER	Scanjet ENT Flow 7500 Flatbed	HP	IB VALLEY		(AMC wef 24/09/2020)

ANNEXURE II :ASSET LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - UPS

ANNEXURE - II (UPS)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	NEW LOCATI ON	AMC PERIOD START DATE
1	UR-125	802102819	UPS	UPS-10 KVA SUPER 400D	EMERSON	KOLKATA		
2	UR-126	803103080	UPS	UPS-10 KVA SUPER 400D	EMERSON	KOLKATA		
3	UR-129	802102818	UPS	UPS : 10.0 KVA	EMERSON	BOKARO-A	NORTH KARANP URA	
4	UR-178	091110AS0622	UPS	UPS : 10.0 KVA	EMERSON	KOLKATA		
5	UR-179	091210AS0806	UPS	UPS : 10.0 KVA	EMERSON	KOLKATA		
6	UR-180	091110AS0619	UPS	UPS : 10.0 KVA	EMERSON	KOLKATA		
7	UR-181	091110AS0433	UPS	10 KVA ONLINE UPS EMERSON S410D	EMERSON	KOLKATA		
8	UR-182	091110AS0618	UPS	10 KVA ONLINE UPS EMERSON S410D	EMERSON	KOLKATA		
9	UR-206	110820AS2195	UPS	20 KVA ONLINE UPS	EMERSON	KOLKATA		
10	UR-207	110820AS2210	UPS	20 KVA ONLINE UPS	EMERSON	KOLKATA		
11	UR-208	110820IS2209	UPS	20 KVA ONLINE UPS	EMERSON	KOLKATA		
12	UR-235	111210AS2623	UPS	10 KVA ONLINE UPS EMERSON S410D	EMERSON	SAGARDIGHI WBPDC		
13	UR-243	UL-F15-009EE	UPS	5 KVA ONLINE	UNILINE	SINGARENI COLLIERIES TPS	KALINGA NAGAR	(AMC wef 24/09/2020)

14	UR-244	UL-F15-010EE	UPS	5 KVA ONLINE	UNILINE	SINGARENI COLLIERIES TPS	KALINGA NAGAR	(AMC wef 24/09/2020)
15	UR-245	UL-F15-006EE	UPS	5 KVA ONLINE	UNILINE	SURATGARH TPS		(AMC wef 24/09/2020)
16	UR-246	UL-F15-005EE	UPS	5 KVA ONLINE	UNILINE	SURATGARH TPS		(AMC wef 24/09/2020)
17	UR-247	NA	UPS	5 KVA ONLINE	UNILINE	BRBCL - NABINAGAR	BARH	(AMC wef 24/09/2020)
18	UR-250	UL-I-15-160 EE	UPS	800VA	UNILINE	KOLKATA		(AMC wef 24/09/2020)
19	UR-251	UL-I-15-161 EE	UPS	800VA	UNILINE	KOLKATA		(AMC wef 24/09/2020)
20	UR-252	UL-I-15-162 EE	UPS	800VA	UNILINE	KOLKATA		(AMC wef 24/09/2020)
21	UR-253	NA	UPS	5 KVA ONLINE	UNILINE	IB VALLEY		(AMC wef 24/09/2020)
22	UR-255	NA	UPS	5 KVA ONLINE	UNILINE	NORTH KARANPURA		(AMC wef 24/09/2020)
23	UR-256	UL-F15-007EE	UPS	5 KVA ONLINE	UNILINE	NPGCL - NABINAGAR		(AMC wef 24/09/2020)

ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC - SWITCH

ANNEXURE - II (SWITCH)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	NE W LOC ATION	AMC PERIOD START DATE
1	OR-026	FAA0239VONG	SWITCH	SWITCH : 24 PORT	CISCO SYSTEMS	KOLKATA		
2	OR-028	FAB0532W1Y8	SWITCH	SWITCH : 24 PORT	CISCO SYSTEMS	KOLKATA		
3	OR-042	FOCO638Z3HQ	SWITCH	SWITCH : CI 24 PORT 10/100 AUTOSENSING AUTONEGOTIATING CATALYST SWITCH	CISCO SYSTEMS	KOLKATA		
4	OR-043	FOCO638Y3LV	SWITCH	SWITCH : CI 24 PORT 10/100 AUTOSENSING AUTONEGOTIATING CATALYST SWITCH	CISCO SYSTEMS	BARAUNI EPC		
5	OR-046	FOCO630Y2MR	SWITCH	SWITCH : MODEL-WS- C2950-12	CISCO SYSTEMS	KOLKATA		
6	OR-056	FOCO652Z1ZK	SWITCH	SWITCH :12 PORT	CISCO SYSTEMS	KOLKATA		
7	OR-062	FOC0811T054	SWITCH	SWITCH : 24 PORT	CISCO SYSTEMS	KOLKATA		
8	OR-065	FOC0811T044	SWITCH	SWITCH : 24 PORT	CISCO SYSTEMS	PARADIP (IOCL)	KALI NG ANA GAR	
9	OR-094	FHK0905X0E1	SWITCH	SWITCH : 48 PORT 10/100 MBPS MODEL: WS-C2950T-45	CISCO SYSTEMS	KOLKATA		
10	OR-096	FOCO903W0GB	SWITCH	SWITCH : 24 PORT 10/100 MBPSMODEL: WS-C2950T-24	CISCO SYSTEMS	KOLKATA		
11	OR-136	FOC1030Z1H3	SWITCH	SWITCH : 48 PORT 10/100 MBPSMODEL: WS-C2950G-48-EI	CISCO SYSTEMS	KOLKATA		
12	OR-149	DRAH16200004 9	SWITCH	SWITCH : 24 PORT MANAGED MODEL : fscDGS-3024	D-LINK	KOLKATA		
13	OR-156	DR2M47210081 7	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	D-LINK	NORTH KARANPUR A		

14	OR-181	FOC1219W1JP	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
15	OR-182	FOC1219W1JR	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
16	OR-183	FOC1219W1JV	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
17	OR-184	FOC1219W1JX	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
18	OR-185	FOC1219Y72G	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	KOLKATA		
19	OR-186	FOC1219Y72B	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	BOKARO-A		
20	OR-205	FD01217X4AV	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
21	OR-206	FD01217X4AY	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO SYSTEMS	KOLKATA		
22	OR-226	PLOA1A005045	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	KOLKATA		
23	OR-227	FOC1231X77Z	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	KOLKATA		
24	OR-228	FOC1103Z0HC	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	BARH		
25	OR-232	PLOA17A00469 5	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	KOLKATA		
26	OR-233	PLOA187009794	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	KOLKATA		
27	OR-240	PLOA187009793	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	KOLKATA		
28	OR-241	PLOA17A00505 1	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	BOKARO-A		
29	OR-242	PLOA17A00505 2	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	D-LINK	BOKARO-A		
30	OR-244	FOC1219Y72J	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	KOLKATA		
31	OR-245	FOC1219Y72P	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	NORTH KARANPURA		
32	OR-246	FOC1219Y73X	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	NORTH KARANPUR A		
33	OR-247	PLOA187009825	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	D-LINK	KOLKATA		
34	OR-251	FOC1234U15T	SWITCH	SWITCH : CISCO CATALYST 2960, 24 PORT	CISCO	NABINAGAR		
35	OR-252	FOC1231X17E	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO SYSTEMS	NTPC- BONGAIGA ON		

36	OR-271	PLOA187009839	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	D-LINK	BARH		
37	OR-272	PLOA187009841	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	D-LINK	BARH		
38	OR-275	PLOA187009840	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	D-LINK	NTPC- BONGAIGA ON		
39	OR-295	FOC1403X007	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
40	OR-296	FOC1346X4XY	SWITCH	SWITCH : 24 PORT	CISCO	SURATGARH TPS		
41	OR-297	FOC1403V63R	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
42	OR-298	FOC1403V64X	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
43	OR-299	FOC1403V647	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
44	OR-300	FOC1403V5KC	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
45	OR-301	FCQ1701Y05E	SWITCH	SWITCH : 24 PORT	CISCO	NPGCL - NABINAGAR		
46	OR-302	FOC1403X4PB	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
47	OR-303	FOC1403V5HT	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
48	OR-304	FOC1403V5KO	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
49	OR-305	FOC1403V5GW	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
50	OR-306	FOC1403V5J6	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
51	OR-308	FOC1403V640	SWITCH	SWITCH : 24 PORT	CISCO	KOLKATA		
52	OR-309	FOC1352W570	SWITCH	SWITCH LAYER-3, 24 PORT, C-3560- 24 TS- E	CISCO	KOLKATA		
53	OR-310	FOC1352WOHV	SWITCH	SWITCH LAYER-3, 24 PORT, C-3560- 24 TS- E	CISCO	KOLKATA		
54	CR-323	FOC1403V5JX	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO	BOKARO-A		
55	OR-331	FOC1403V64P	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO	BARH		
56	OR-352	FOC1403Y2K5	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO	KOLKATA		
57	OR-399	FOC1547Z1X3	SWITCH	SWITCH : CISCO WS- C2960S-24TS-L, LAYER 02 SWITCH - 24 PORT	CISCO	KOLKATA		
58	OR-401	FOC1547Z1WW	SWITCH	SWITCH : CISCO WS- C2960S-24TS-L, LAYER 02 SWITCH - 24 PORT	CISCO	SAGARDIGH I WBPDC		
59	OR-402	FDO1543V06F	SWITCH	SWITCH : CISCO WS- C3560X-24T-S, LAYER 03 SWITCH - 24 PORT	CISCO	KOLKATA		
60	OR-403	FDO1544W0T6	SWITCH	SWITCH : CISCO WS- C3560X-24T-S, LAYER 03 SWITCH - 24 PORT	CISCO	KOLKATA		
61	OR-481	FOC1231X17B	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO	NTPC- BONGAIGA ON		

62	OR-505	CN22F5Y00B	SWITCH	POE SWITCH - A5120-24G PoE+EI SWITCH	HP	KOLKATA		(AMC wef 24/09/2020)
63	OR-506	CN54BYY09N	SWITCH	5120 48G SI	HP	IB VALLEY		(AMC wef 24/09/2020)
64	OR-507	CN54BYY09B	SWITCH	5120 48G SI	HP	NPGCL - NABINAGAR		(AMC wef 24/09/2020)

ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC - **PROJECTOR**ANNEXURE - II (PROJECTOR)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-104	0004894	PROJECTOR	PROJECTOR : MULTIMEDIA MODEL: XD 70U	MITSUBISHI	IB VALLEY
2	OR-154	PDW3701473SUO	PROJECTOR	PROJECTOR:MULTIMEDIAMODEL : GD20X	BENQ	BRBCL - NABINAGAR
3	OR-208	AZGB83000174	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	KOLKATA
4	OR-209	AZGB83000093	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	NTPC-BONGAIGAON
5	OR-210	AZGB83000123	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	ROURKELA
6	OR-211	MRJHJ11001412000D68400	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	NPGCL - NABINAGAR
7	OR-213	AZGB83000091	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	SAGARDIGHI WBPDC
8	OR-216	AZGB83000137	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	IB VALLEY
9	OR-321	PSAAA7520624	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:TAXAN PS-125X	TAXAN	PARADIP (IOCL)/KALINGANAGAR
10	OR-417	1SBGNM15201811	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	NORTH KARANPURA
11	OR-418	1SBGNM14601036	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	NPGCL - NABINAGAR
12	OR-419	1SBGNM14601401	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	BARAUNI EPC
13	OR-420	1SBGNM14601041	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	KOLKATA
14	OR-421	BGNM14601353	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	SURATGARH TPS
15	OR-423	1SBGNM14601339	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	KOLKATA
16	OR-425	BGNM14601356	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	NORTH KARANPURA
17	OR-512	VSSK6600033	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:EPSON EB-955WH	EPSON	KOLKATA
18	OR-513	VSSK6600058	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:EPSON EB-955WH	EPSON	KOLKATA
19	OR-514	VSSK6600094	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:EPSON EB-955WH	EPSON	KOLKATA

ANNEXURE II ASSET LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - ULTRIUM

ANNEXURE - II (ULTRIUM)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-482	MXA953109W	ULTRIUM	ULTRIUM AUTO LOADER	HP	KOLKATA

ANNEXURE II ASSET : LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - SAN STORAGE

ANNEXURE - II (SAN)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-313	SGH002XERC	SAN STORAGE	HP EVA 4400	HP	KOLKATA
2	OR-409	NA	SAN STORAGE	SAN Storage HP STORAGE WORKS EVA 6400 + San Switch + HBA	HP	KOLKATA

ANNEXURE II ASSET LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - PLASMA MONITOR

ANNEXURE - II (PLASMA)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-088	905LPKW000597	PLASMA MONITOR	PLASMA MONITOR 42 MODEL:MT42PZ41V	LG	KOLKATA
2	OR-118	601KC�L2Z911	PLASMA MONITOR	PLASMA TV MODEL:SOPX4R-TB ATRLAD	LG	KOLKATA
3	NA	308PLDX167370	PLASMA MONITOR	PLASMA TV MODEL:S32LN5120- TC.BTRCLJL	LG	KOLKATA

ANNEXURE II ASSET LIST
LIST OF IT EQPT TO BE COVERED UNDER AMC - RF DEVICE

ANNEXURE - II (RF)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-493	6069PQ09A3	RF DEVICE	RF DEVICE MODEL- 5780BH10	CAMBIUM	SURATGARH TPS
2	OR-494	6069QA0084	RF DEVICE	RF DEVICE MODEL-	CAMBIUM	SURATGARH TPS

5780BH10

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - RACK**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-077	NA	RACK	RACK : 42 U RACK	HP	KOLKATA
2	OR-229	NA	RACK	RACK : 42 U RACK	null	KOLKATA
3	OR-311	NA	RACK	RACK : 42 U RACK	HP	KOLKATA
4	OR-312	NA	RACK	RACK : 42 U RACK	HP	KOLKATA

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - KVM SWITCH WITH TFT MONITOR****ANNEXURE - II (KVM)**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-133	null	TFT MONITOR_KVM SWITCH	SWITCH : 16 PORT KVM	null	KOLKATA
2	OR-483	289AQ036AJ80017	TFT MONITOR_KVM SWITCH	TFT MONITOR_KVM SWITCH	null	KOLKATA
3	OR-484	289AJ035AJC0027	TFT MONITOR_KVM SWITCH	TFT MONITOR_KVM SWITCH	null	KOLKATA

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - WIRELESS****ANNEXURE - II (WIRELESS)**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	OR-190	FTX1215R09V	WIRELESS	WIRELESS ACCESS POINT,(AIRNET 1200 SERIES)	CISCO	KOLKATA
2	OR-192	FTX1215R09T	WIRELESS	WIRELESS ACCESS POINT,(AIRNET 1200 SERIES)	CISCO	KOLKATA
3	OR-337	FCW1403Z0FL	WIRELESS	WIRELESS ACCESS POINT (AIR1252AG-A-K9)	CISCO	KOLKATA
4	OR-350	FCW1430Z0FJ	WIRELESS	WIRELESS ACCESS POINT (AIR1252AG-A-K9)	CISCO	KOLKATA
5	OR-351	FCW1430Z0FP	WIRELESS	WIRELESS ACCESS POINT (AIR1252AG-A-K9)	CISCO	KOLKATA

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC – SAN STORAGE**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	AMC PERIOD START DATE
1	OR-504	SGH520YVFY	SAN STORAGE	STORE EASY 1840 STORAGE SERVER (along with Tape drive sl. No. 2S65160028 & model no.HP LTO 5 Ultrium 3000)	HP	KOLKATA	(AMC wef 24/09/2020)

ANNEXURE II ASSET LIST:**LIST OF IT EQPT TO BE COVERED UNDER AMC - CCTV SYSTEM****ANNEXURE - II (CCTV))**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
1	NA	NA	CCTV SYSTEM	CCTV SYSTEM COMPRISES of: (a) 1 No 4 CHANNEL ANALOG DIGITAL VIDEO RECORDER (MAKE SAMSUNG MODEL SRD 443 WITH 2TB INTERNAL HDD) (b) 2 NOS OF ANALOG Indore High Resolution Day Night Dome camera MAKE HONEYWELL S/N 1507310320 and 1507310321 (c) 1 No of Samsung Make High Resolution Vandal resistant Dome Camera Model SCV 2080 (d) 1 No of Samsung Make High Resolution IR Dome Camera Model SCD 2080R (e) Accessories like power supply, power cable and signal cable	DVR Make:Samsung Camera Make:Samsung and Honeywell	KOLKATA

ANNEXURE II ASSET LIST**LIST OF IT EQPT TO BE COVERED UNDER AMC - ACCESS CONTROL SYSTEM****ANNEXURE - II (ACCESS CONTROL)**

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION
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1	OR 132	T111CH140	CCTV SYSTEM	CHECKMATE XT PROXIMITY SENSOR BASED ACCESS CONTROL SYSTEM COMPRISING OF 2 NOF OF DOOR SENSORS AND CONTROLLER ALONG WITH SOFTWARE FOR CONTROLLING THE SYSTEM	FORTUNA IMPEX PVT LIMITED	KOLKATA
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ANNEXURE II ASSET LIST

LIST OF IT EQPT TO BE COVERED UNDER AMC -SSBG IT ASSETS

ANNEXURE - II (SSBG)

SL NO	IT SL NO	MAC SL NO	TYPE	ITEM_DESC	MAKE	LOCATION	REMARKS
1	NA	INA520VQKB	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SSBG KOLKATA	IN AMC wef 04.11.2020
2	NA	INA518VBYJ	PC	HP 600PD SFF i34330 500 G 4.0G 38	HP	SSBG KOLKATA	IN AMC wef 04.11.2020
3	NA	VNB8B5FJ85	PRINTER	HP-LJ-P3015	HP	SSBG KOLKATA	
4	NA	1S4518P99L95138Y	PC	LENOVO THINK CENTRE M SERIES WITH MONITOR	LENOVO	SSBG KOLKATA	
5	NA	INA518V8CF	PC	HP 600PD SFF i34330 500 G 4.0G 37	HP	SSBG KOLKATA	IN AMC wef 04.11.2020
6	NA	INA518V8CG	PC	HP 600PD SFF i34330 500 G 4.0G 38	HP	SSBG KOLKATA	IN AMC wef 04.11.2020
7	NA	NCB7H26HJR	PRINTER	HP Laserjet Pro MFP M128fn	HP	SSBG KOLKATA	IN AMC wef 04.11.2020
8	NA	5106AA15156333	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	SSBG KOLKATA	

ANNEXURE III (LAN NODES TO BE COVERED UNDER AMC & FM)
-MAIN AND OPTIONAL SCOPE

<u>LAN NODES TO BE COVERED UNDER AMC & FM</u>		
<u>ANNEXURE - III (LAN MAIN)</u>		
MAINTENANCE OF LOCAL AREA NETWORK (COVERING MANPOWER SUPPORT, SPARES & SERVICES)		
SL. NO.	LOCATION	NO. OF NODES
1	BARAUNI EPC	20
2	BARH	20
3	BRBCL - NABINAGAR	30
4	IB VALLEY	25
5	KAMENG (NEEPCO)	5
6	KOLKATA	300
7	NORTH KARANPURA	60
8	NPGCL - NABINAGAR	30
9	NSPCL ROURKELA	40
10	NTPC-BONGAIGAON	25
11	PATNA SAS	5
12	SAGARDIGHI WBPDC	35
13	SURATGARH TPS	40
14	TATA STEEL KALINGANAGAR	20
15	RAMMAM	5
TOTAL LAN NODES		660

ANNEXURE III
INSTALLATION OF LAN NODES (OPTIONAL)
ANNEXURE – III:(LAN Optional)

<u>LIST OF SPARES</u>		
SL. NO.	DESCRIPTION	UNIT
1	CAT 6 UTP CABLE (305 MTR PER BOX)	BOX
2	CAT 6 INFORMATION OUTLET FOR DATA	NOS.
3	CAT 6 MOUNTING CORD (1 MTR)	NOS.
4	CAT 6 MOUNTING CORD (2 MTR)	NOS.
5	24 PORT JACK PANNEL WITH I/O	NOS.
6	FACE PLACT	NOS.
7	FIXING BOX	NOS.
8	25 MM DIA RECESSED RIGID PVC CONDUIT	MTR
9	RJ 45 CONNECTOR	NOS.
10	CASING -FLAT	MTR
11	ALUMINUM CHANNEL	MTR
12	WALL MOUNTED RACK 8 U	NOS.
13	BLOCK CHANNEL 100 MM	MTR
14	HDPE	MTR
15	ALUMINUM TRAY	MTR

INSTALLATION CHARGES

SL. NO.	DESCRIPTION	UNIT
1	LAYING OF PVC CONDUITS	MTR
2	LAYING OF CAT 6 UTP CABLE	MTR
3	LAYING AND FIXING OF CASING	MTR
4	LAYING AND FIXING OF ALUMINUM CHANNEL	MTR
5	DISMANTLING CHARGE OF OLD LAN POINTS	LOT
6	RACK DRESSING	NOS.
7	UPS ROOM DRESSING	LOT
8	FIXING OF FACE PLAT & BOX	NOS.
9	LAYING OF BLOCK CHANNEL 100 MM	MTR
10	FIXING OF ALUMINUM TRAY	MTR
11	TERMINATION AND TESTING & DOCUMENTATION OF CAT 6 CABLE	NOS.

OTHER CHARGES

SL. NO.	DESCRIPTION	UNIT
1	PORT SCANNING CHARGE	PER PORT
2	DRESSING OF RACK	IN TOTALITY
3	PREPARATION OF LAN LAYOUT DRG/DOCUMENTATION	IN TOTALITY

ANNEXURE IV

LOCATIONS TO BE COVERED UNDER FM			
SL. NO.	SITE NAME	ADDRESS	QUARTERLY PREVENTIVE MAINTENANCE VISIT REQUIRED (YES/NO)
1	PSER-HQ	POWER SECTOR EASTERN REGION, BHEL BHAWAN, PLOT NO. DJ 9/, SECTOR II, SALT LAKE CITY, KARUNAMOYEE, KOLKATA-700091	NO
2	BARAUNI EPC	BSEB Barauni (2X250 MW),BHEL Site Office,AT + PO -Barauni Thermal Power Station, District - Begusarai, Pin-851116	YES
3	BARH	BARH SITE OFFICE, Ganga Bihar, NTPC Transit Camp, P.O. Barh, Patna Bihar-803213	YES
4	BRBCL NABINAGAR	BHEL Site Office, 4x250 MW Nabinagar Project BRBCL P.O. Nabinagar Dehri-onsone, Dist. Aurangabad, Bihar - 824 303	YES
5	IB VALLEY	BHEL Site Office, 2X660MW, UNIT 3 and 4, IB Thermal Power Station-OPGCL Banharpalli, Jharsugura, Orissa- 768234	YES
6	KAMENG NEEPCO	BHEL TRANSIT CAMP, Opp:BSNL Campus, Upper Bhalukpong, West Kameng District, Arunachal Pradesh-790114	YES
7	NORTH KARANPURA	3 X 660 MW, NORTH KARANPURA SUPER THERMAL POWER PROJECT NTPC, TANDWA, DIST CHATRA, JHARKHAND	YES
8	NPGCL NABINAGAR	BHEL Site Office, 3 X 660 MW Nabinagar Project NPGCL Shivanpur, P.O.-Ankhor, Dist.- Aurangabad, Bihar, PIN: 824303	YES
9	NTPC BONGAIGAON	BHEL SITE OFFICE, 3 X 250 MW NTPC-Bongaigaon TPP, P.O. Salakati, Dist. Kokrajhar (BTAD) , ASSAM-783369	YES
10	PATNA SAS	BHEL-SAS, B Block, 3rd Floor, Maurya Lok Complex, Dakbunglow Road, Patna-800001	YES
11	PUNATSANGCHU-ALIPURDUAR OFFICE	C/O BHEL "Sharma Sadan" Sh Pramod Sharma Bhanu Bhakta Toll Dist: AlipurduarJaigaon. 736182 WB	YES
12	SAGARDIGHI WBPDC	BHEL Site Office,Sagardighi (Extn.) Project-Ph.II-(2x500 MW (Extn.)),Sagardighi,Dt. Murshidabad, West Bengal-742237	YES
13	SURATGARH TPS	BHEL SITE OFFICE, 2nd FLOOR, ADMINISTRATIVE BUILDING, RRVUNL, PRABHAT NAGAR, SURATGARH STPS, DIST: SRIGANGANAGAR, PIN : 335804, RAJASTHAN	YES
14	NPSCL ROURKELA	BHEL SITE OFFICE (1 x 250MW NSPCL ROURKELA TPP-III) ROURKELA STEEL PLANT, ROURKELA, DIST- SUNDARGARH, ODISHA, PIN-769011	YES
15	TATA STEEL - KALINGANAGAR	BHEL SITE OFFICE, CPP Ph-II , Tata Steel Kalinganagar, Duburi Dist : Jajpur, Odisha , PIN : 755026	YES
16	RAMMAM	RAMMAM STAGE 3 HEP, SAJBOTEY, PO.:- KOLBONG, DIST.:- DARJEELING, STATE: WEST BENGAL, PIN.:- 734201	YES
17	R&M Kahalgaon	BHEL SITE OFFICE, BHEL-ESP (R&M) Stage-1 (4 X 210 MW), Old BMD Office-NTPC, 1st Floor, Near Stage-1 Chimney, NTPC-Kahalgaon, Bhagalpur, Bihar, PIN-813214	YES

ANNEXURE V**REPORTS TO BE GENERATED BY AMC & FM VENDOR AS PER SLA OF THE CONTRACT**

SL.NO.	REPORT NAME	FREQUENCY	FORMAT DETAILS	REMARKS
1	PENDING CALL REPORT	ONCE IN 15 DAYS	REPORT - I	FORMAT MAY BE CREATED IN DISCUSSION WITH IT DEPARTMENT (TO BE MAINTAINED IN ELECTRONIC FORMAT / HARD COPY)
2	DOWNTIME REPORT	QUARTERLY (TO BE SUBMITTED MANDATORILY WITH QUARTERLY BILL)	REPORT - II	FORMAT MAY BE CREATED IN DISCUSSION WITH IT DEPARTMENT (TO BE MAINTAINED IN ELECTRONIC FORMAT / HARD COPY)
3	PREVENTIVE MAINTENANCE REPORT AT SITES	QUARTERLY	REPORT - III	ORIGINAL HARD COPY - AS PER ENCLOSED FORMAT
4	BACKUP REPORT	AS PER ISMS POLICY	REPORT - IV	HARD COPY
5	RESTORATION REPORT	AS PER ISMS POLICY	AS PER ISMS FORMAT	HARD COPY
6	EXCEPTION REPORT ON SECURITY VIOLATION	AS & WHEN HAPPENS	AS PER ISMS FORMAT	HARD COPY
7	REPORT ON WAN DOWNTIME	MONTHLY	TO BE GENERATED THROUGH S/W	TO BE SENT THROUGH MAIL TO HEAD/IT OR AUTHORIZED IT PERSONNEL
8	UPS MONITORING REPORT FOR KOLKATA	MONTHLY	REPORT - V	HARD COPY - AS PER ENCLOSED FORMAT
9	SERVER ROOM AND UPS ROOM TEMPERATURE MONITORING REPORT	MONTHLY	REPORT-VI	FORMAT MAY BE CREATED IN DISCUSSION WITH IT DEPARTMENT (TO BE MAINTAINED IN ELECTRONIC FORMAT / HARD COPY)
10	UPS BATTERY CHECKUP REPORT	ONCE IN 2 MONTHS FOR KOLKATA AND ONCE IN 03 MONTHS FOR SITES	REPORT-VII	FORMAT MAY BE CREATED IN DISCUSSION WITH IT DEPARTMENT (TO BE MAINTAINED IIN HARD COPY)

ANNEXURE V

*To be printed on Vendor's letter Head with logo

Preventive Maintenance Report

LOI/WO NO. -	LOI/WO Date:
Site Name:	Date of visit:
Site Address:	

S.No	Check List										√
	PC/Laptop										
1	Cleaning the Internal CPU Box for dust including SMPS (on user request)										
2	Check the Monitor, HDD, CPU, CDROM / CD Writer & SMPS fans functionality										
3	Check for Keyboard & Mouse performance & Clean Keyboard										
4	Check the system network functionality,IP, Subnet Mask, DNS,Gateway, ping test										
5	Delete the C:\Windows\Temp files										
6	Check Admin rights of local user										
7	Ask Helpdesk in Kolkata to log into RODC server (if present)										
	Network Switches/ Routers/ Wireless Access Points										
1	IP ping checks										
2	Checking of All ports working (for Network Switches)										
	UPS										
1	Input Voltage										
2	Output Voltage										
3	Input Frequency (for 10 KVA UPS)										
4	Output Frequency (for 10 KVA UPS)										
5	Input Current										
6	Output Current										
7	Battery charging voltage										
	Printer/Plotter/Scanner/Multifunction										
1	Clean the printers thoroughly and take a self test page										
2	Check the condition of the Ink Cartridges & Print Head										
Sl. No	Asset Type (PC/PRINTER/UPS, ETC)	Machine serial No / IT Asset no.	1	2	3	4	5	6	7	Remarks	
1											
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*General Remarks: Issue related to **Antivirus, Webmail, PIS- finance & claim advance, Internment, user not available during PM** will not be considered under the scope of PM visit.

For (Vendor Name)

Engg. Signature with Seal

Customer (BHEL):

**Engg. Signature with
Seal**

ANNEXURE V

BACKUP REPORT**REPORT - IV**

DATA CARTRIDGE NO.	BACK UP CONTENT	FREQUENCY (WEEKLY/MONTHLY)	BACKUP PLANNED ON	BACKUP ACTUALLY TAKEN ON

SUBMITTED
BY :NAME & SIGNATURE OF
FM ENGINEERREVIEWED
BY :NAME & SIGNATURE OF HEAD/IT & ISSO OR
AUTHORIZED IT PERSONNEL

ANNEXURE – VII**Non-Disclosure Agreement****ON COMPANY'S LETTER HEAD AND DULY SIGNED BY COMPETENT AUTHORITY**

I, _____, on behalf of the _____ (**Name of Company**), acknowledge that the information received or generated, directly or indirectly, while working with BHEL on contract is confidential and that the nature of the business of the BHEL is such that the following conditions are reasonable, and therefore:

I warrant and agree as follows:

I, or any other personnel employed or engaged by our company, agree not to disclose, directly or indirectly, any information related to the BHEL and shall follow all security policies of BHEL. Without restricting the generality of the foregoing, it is agreed that we will not disclose such information consisting but not necessarily limited to:

- Technical information: Methods, drawings, processes, formulae, compositions, systems, techniques, inventions, computer programs/data/configuration and research projects.

- Business information: Customer lists, project schedules, pricing data, estimates, financial or marketing data,

On conclusion of contract, I, or any other personnel employed or engaged by our company shall return to BHEL all documents and property of BHEL, including but not necessarily limited to: drawings, blueprints, reports, manuals, computer programs/data/configuration, and all other materials and all copies thereof relating in any way to BHEL's business, or in any way obtained by me during the course of contract. I further agree that I, or any others employed or engaged by our company shall not retain copies, notes or abstracts of the foregoing.

This obligation of confidence shall continue after the conclusion of the contract also.

I acknowledge that the aforesaid restrictions are necessary and fundamental to the business of the BHEL, and are reasonable given the nature of the business carried on by the BHEL. I agree that this agreement shall be governed by and construed in accordance with the laws of country.

I enter into this agreement totally voluntarily, with full knowledge of its meaning, and without duress.

Dated at _____, this ____ day of _____, 20__.

Name

Company

Signature

ANNEXURE - VIII

NAME OF THE STATES / UNION TERRITORIES FOR WHICH OPTIONAL RATES NEEDED FOR FM SERVICES	
SL. NO.	NAME OF STATES
1	JAMMU & KASHMIR
2	HARYANA
3	PUNJAB
4	HIMACHAL PRADESH
5	UTTARAKHAND
6	UTTAR PRADESH
7	MADHYA PRADESH
8	GUJARAT
9	MAHARASHTRA
10	GOA
11	SIKKIM
12	NAGALAND
13	MANIPUR
14	MIZORAM
15	MEGHALAYA
16	TAMIL NADU
17	KARNATAKA
18	KERALA

SL. NO.	NAME OF UNION TERRITORIES
1	NCR & DELHI
2	UNION TERRITORY OF CHANDIGARH
3	DADRA AND NAGAR HAVELI
4	PONDICHERY
5	ANDAMAN & NICOBAR ISLANDS
6	LAKSHWADEEP

ANNEXURE X**LIST OF CONSUMABLES WHICH ARE TO BE EXCLUDED FROM AMC**

SL. NO.	EQUIPMENT	LIST OF CONSUMABLES
1	BACKUP DEVICE	BACK UP MEDIA LIKE TAPE , CARTRIDGE etc.
2	LAPTOP	BATTERY
4	PROJECTOR	LAMP
5	SCANNER	LAMP, PLASTIC PARTS
6	PRINTER & MULTIFUNCTION DEVICE	CARTRIDGE, FUSER ASSEMBLY, PLASTIC PARTS, TEFLON, SCANNER LAMP
7	PLOTTER	PLASTIC PARTS, CARTRIDGE, PRINT HEAD CARTRIDGE
8	PLASMA DISPLAY	PICTURE TUBE, LCD PANEL
9	UPS	BATTERY

ANNEXURE XI

LIST OF ACCEPTABLE DOCUMENTS FOR PHOTO IDENTITY PROOF	
1	PAN Card
2	Election Commission Photo ID card
3	Passport copy
4	Aadhaar Card
5	Valid Driving License

LIST OF ACCEPTABLE DOCUMENTS FOR ADDRESS PROOF	
1	Water Bill
2	Telephone (landline or post-paid mobile bill)
3	Electricity bill
4	Election Commission Photo ID card
5	Proof of Gas Connection
6	Passport copy
7	Applicant's current and valid ration card
8	Aadhaar Card
9	Registered Rent Agreement (for a period of more than one year)
10	Valid Driving License
11	Photo Passbook of running Bank Account (Scheduled Public Sector Banks, Scheduled Private Sector Indian Banks and Regional Rural Banks only)

VOLUME-III

PRICE SCHEDULE (UNPRICED)

AND

PRICE SCHEDULE (PRICED)

:

PLEASE REFER
E-PROCUREMENT PORTAL <https://bhel.abcprocure.com>

(SCH-II): PERCENTAGE BREAK UP OF GRAND TOTAL PRICE QUOTED IN (SCH-I): VOLUME-III-PRICE BID-MAIN ITEM

VOLUME-III-PRICE SCHEDULE-SCH-II-SUMMARY SHEET (CALCULATION)					
A. NO. OF IT EQUIPMENT TO BE COVERED UNDER AMC					
ITEM DESCRIPTION	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REFERENCE	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
LAPTOP	NO(S)	19	12	VOLUME-III-PRICE SCHEDULE-SCH-II(LAPTOP)	0.010057520
PC	NO(S)	574	288	VOLUME-III-PRICE SCHEDULE-SCH-II (PC)	0.068292170
PRINTER	NO(S)	56	31	VOLUME-III-PRICE SCHEDULE-SCH-II (PRINTER)	0.016761050
SERVER	NO(S)	15	15	VOLUME-III-PRICE SCHEDULE-SCH-II (SERVER)	0.043439900
MULTIFUNCTION DEVICES	NO(S)	12	7	VOLUME-III-PRICE SCHEDULE-SCH-II (MULTIFUNCTION)	0.002950880
PLOTTER	NO(S)	16	10	VOLUME-III-PRICE SCHEDULE-SCH-II (PLOTTER)	0.033753440
ROUTER	NO(S)	1	1	VOLUME-III-PRICE SCHEDULE-SCH-II (ROUTER)	0.000698450
SCANNER	NO(S)	29	17	VOLUME-III-PRICE SCHEDULE-SCH-II (SCANNER)	0.017956610
UPS	NO(S)	23	18	VOLUME-III-PRICE SCHEDULE-SCH-II (UPS)	0.099667580
SWITCH	NO(S)	64	37	VOLUME-III-PRICE SCHEDULE-SCH-II (SWITCH)	0.011877390
PROJECTOR	NO(S)	19	12	VOLUME-III-PRICE SCHEDULE-SCH-II (PROJECTOR)	0.013470760

ULTRIUM	NO(S)	1	1	VOLUME-III-PRICE SCHEDULE-SCH-II (ULTRIUM)	0.011175060
SAN STORAGE	NO(S)	2	2	VOLUME-III-PRICE SCHEDULE-SCH-II (SAN)	0.092626700
PLASMA MONITOR	NO(S)	3	3	VOLUME-III-PRICE SCHEDULE-SCH-II (PLASMA)	0.004609710
RF DEVICE	NO(S)	2	2	VOLUME-III-PRICE SCHEDULE-SCH-II (RF)	0.016013010
RACK	NO(S)	4	4	VOLUME-III-PRICE SCHEDULE-SCH-II (RACK)	0.000558770
TFT MONITOR WITH KVM SWITCH	NO(S)	3	3	VOLUME-III-PRICE SCHEDULE-SCH-II (KVM)	0.000838110
WIRELESS ACCESS POINTS	NO(S)	5	3	VOLUME-III-PRICE SCHEDULE-SCH-II (WIRELESS)	0.000670480
NAS STORAGE	NO(S)	1	1	VOLUME-III-PRICE SCHEDULE-SCH-II (NAS STORAGE)	0.008139150
CCTV SYSTEM	NO(S)	1	1	VOLUME-III-PRICE SCHEDULE-SCH-II (CTV SYSTEM)	0.003755220
ACCESS CONTROL SYSTEM	NO(S)	1	1	VOLUME-III-PRICE SCHEDULE-SCH-II (ACCESS CONTROL)	0.005133720
TOTAL :		846	466		0.462445680

B. NO. OF LAN NODES OF PSER HQ & SITES

DESCRIPTION	UOM	NO. OF NODES	ANNEXURE REFERENCE	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
LAN	NO(S)	660	VOLUME-III-PRICE SCHEDULE-SCH-II (LAN NODES)	0.022091870
TOTAL :		660		0.022091870

<u>C. NO. OF SITES UNDER FM</u>				
DESCRIPTION	UOM	NO. OF SITES	ANNEXURE REFERENCE	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
FM SITES	NO(S)	17	VOLUME-III-PRICE SCHEDULE-SCH-II(FM)	0.512959150
TOTAL :		17		0.512959150

<u>D. SSBG ASSETS</u>				
DESCRIPTION	UOM	NO. OF ITEMS	ANNEXURE REFERENCE	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
SSBG ASSETS	NO(S)	8	VOLUME-III-PRICE SCHEDULE-SCH-II(SSBG)	0.002503300
TOTAL :		8		0.002503300

SL. NO.	HEAD	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
A.	AMC	0.462445680
B.	LAN	0.022091870
C.	FM	0.512959150
D.	SSBG	0.002503300
		1.000000000

**** EVALUATION CRITERIA : EVALUATION WILL BE ON THE BASIS OF GRAND TOTAL OF (A+B+C+D). OPTIONAL ITEMS SHALL NOT CONSIDERED FOR EVALUATION.**

LIST OF IT EQPT TO BE COVERED UNDER AMC - LAPTOP**VOLUME-III –PRICE SCHEDULE-SCH-II(LAPTOP)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF.	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	LAPTOP	LAPTOP COMPUTER MAKE : HP COMPAQ MODEL: NC6400	HP	NO(S)	2	2	ANNEXURE - II (LAPTOP) (Sl. No 1. 1 to 2) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.001676250
2	LAPTOP	LAPTOP NX6320	HP	NO(S)	9	5	ANNEXURE - II (LAPTOP) (Sl. No. 3 to 11) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.004190640
3	LAPTOP	DELL LATITUDE E4300	DELL	NO(S)	3	2	ANNEXURE - II (LAPTOP) (Sl. No. 12 to 14) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.001676250
4	LAPTOP	LENOVO THINKPAD L420	LENEVO	NO(S)	5	3	ANNEXURE - II (LAPTOP) (Sl. NO. 15 to 19) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.002514380
TOTAL					19	12		0.010057520

LIST OF IT EQPT TO BE COVERED UNDER AMC - PC**VOLUME-III –PRICE SCHEDULE-SCH-II (PC)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	PC	PC WITH 17 TFT MONITOR HP COMPAQ DC 7800	HP	NO(S)	246	123	ANNEXURE - II (PC) (Sl. No. 1 to 246) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.02405514
2	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HCL	NO(S)	170	85	ANNEXURE - II (PC) (Sl. No. 247-413, 572-574) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.01662347
3	PC	Lenovo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	Lenovo	NO(S)	99	50	ANNEXURE - II (PC) (Sl. No. 414 to 512) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.01373773
6	PC	HP 600PD SFF i34330 500 G 4.0G 37 (AMC wef 24.09.2020)	HP	NO(S)	59	30	ANNEXURE - II (PC) (Sl. No. 513 to 571) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.01387583
TOTAL					574	288		0.068292170

LIST OF IT EQPT TO BE COVERED UNDER AMC - PRINTER**VOLUME-III –PRICE SCHEDULE-SCH-II (PRINTER)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	PRINTER	PRINTER NETWORK LASERJET BLACK:HP LJ 2420 DN	HP	NO(S)	2	1	ANNEXURE - II (PRINTER) (Sl. No.1 to 2) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000558760
2	PRINTER	PRINTER LASERJET : P2015DN	HP	NO(S)	3	2	ANNEXURE - II (PRINTER) (Sl. No. 3 to 5) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000894020
3	PRINTER	PRINTER NETWORK LASERJET : HP LJ P3005	HP	NO(S)	11	6	ANNEXURE - II (PRINTER) (Sl. No. 6 to 16) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.003352530
4	PRINTER	HP PRINTER:LASER JET P2055DN	HP	NO(S)	25	13	ANNEXURE - II (PRINTER) (Sl. No. 17 to 41) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.005811110
5	PRINTER	PRINTER HP LASERJET P1566	HP	NO(S)	1	1	ANNEXURE - II (PRINTER) (Sl. No. 44) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000447010
6	Printer	Laser Jet 5200N	HP	NO(S)	2	2	ANNEXURE - II (PRINTER) (Sl. No. 42 to 43) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.002387090
7	Printer	PRINTER HP COLOR LASERJET 5225DN (CE712A)	HP	NO(S)	1	1	ANNEXURE - II (PRINTER) (Sl. No. 45) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000918050

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
8	Printer	HP LASERJET M401 dne (AMC wef 24.09.2020)	HP	NO(S)	9	5	ANNEXURE - II (PRINTER) (Sl. No. 46 to 54) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.00109789
9	Printer	HP A3 Laserjet M706 N (AMC wef 24.09.2020)	HP	NO(S)	1	1	ANNEXURE - II (PRINTER) (Sl. No. 55) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000656
10	Printer	HP A4 Laserjet Colour Ent M 552dn (AMC wef 24.09.2020)	HP	NO(S)	1	1	ANNEXURE - II (PRINTER) (Sl. No. 56) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.00063859
TOTAL					54	31		0.016761050

LIST OF IT EQPT TO BE COVERED UNDER AMC - SERVER**VOLUME-III –PRICE SCHEDULE-SCH-II (SERVER)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
2	SERVER	SERVER RACK HP PROLIANT DL 580 G4 8GB RAM	HP	NO(S)	1	1	ANNEXURE - II (SERVER) (Sl. No. 2)	0.002095320
3	SERVER	2 WAY HP PROLIANT DL380 G6	HP	NO(S)	8	8	ANNEXURE - II (SERVER) (Sl. No. 3 to 10)	0.016762550
4	SERVER	2 WAY HP PROLIANT DL380 G7	HP	NO(S)	5	5	ANNEXURE - II (SERVER) (Sl. No.11 to 15)	0.021099420
5	SERVER	PC SERVER IBM X-345 XEON 3.06 GHZ (DUAL)/ 4GB RAM/73 GBX 4NOS SCSI HDD/ RAID CARD/ ADDITIONAL NIC/ RPS/ ON BOARD DUAL ETHERNET/ CD DRIVE/ FDD	IBM	NO(S)	1	1	ANNEXURE - II (SERVER) (Sl. No.1)	0.003482610
TOTAL					15	15		0.043439900

LIST OF IT EQPT TO BE COVERED UNDER AMC - MULTIFUNCTION DEVICES**VOLUME-III –PRICE SCHEDULE-SCH-II (MULTIFUNCTION)**

SL N O	TYPE	ITEM_DESC	MAK E	UO M	QUANTIT Y	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	MULTIFUNCTION DEVICE	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: HP OFFICE JET 4580	HP	NO(S)	3	2	ANNEXURE - II (MULTIFUNCTION) (Sl. No. 1 to 3)	0.000420170
2	MULTIFUNCTION DEVICE	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER AND PHONEMODEL: HP OFFICE JET 4500	HP	NO(S)	2	1	ANNEXURE - II (MULTIFUNCTION) (Sl. No. 4 & 5)	0.000210090
3	MULTIFUNCTION DEVICE	MULTIFUNCTION OFFICE EQUIPMENT- ALL IN ONE PRINTER FAX SCANNER COPIER MODEL: DESKJET INK ADVANTAGE 2645 AIO	HP	NO(S)	2	1	ANNEXURE - II (MULTIFUNCTION) (Sl. No. 6 to 7)	0.000210090
4	MULTIFUNCTION DEVICE	MULTIFUNCTION EQUIPMENT	HP	NO(S)	5	3	ANNEXURE - II (MULTIFUNCTION) (Sl. No. 8 to 12)	0.002110530
TOTAL					12	7		0.002950880

LIST OF IT EQPT TO BE COVERED UNDER AMC - PLOTTER**VOLUME-III —PRICE SCHEDULE-SCH-II (PLOTTER)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	PLOTTER	PLOTTER DESIGNJET (A0) : 500PS 42	HP	NO(S)	9	5	ANNEXURE - II (PLOTTER) (Sl. No. 1 to 9)	0.01396882
2	PLOTTER	HP PLOTTER A0.	HP	NO(S)	1	1	ANNEXURE - II (PLOTTER) (Sl. No. 10)	0.00409297
3	PLOTTER	PLOTTER HP DNJ 790 PS 44	HP	NO(S)	2	2	ANNEXURE - II (PLOTTER) (Sl. No. 11-12)	0.0095925
4	PLOTTER	HP Designjet T795 44-in eprinter (in AMC wef 24.09.2020)	HP	NO(S)	4	2	ANNEXURE - II (PLOTTER) (Sl. No. 13-16)	0.00609915
TOTAL					16	10		0.033753440

LIST OF IT EQPT TO BE COVERED UNDER AMC - ROUTER**VOLUME-III —PRICE SCHEDULE-SCH-II (ROUTER)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	ROUTER	ROUTER : CISCO 2621 ROUTER	CISCO	NO(S)	1	1	ANNEXURE - II (ROUTER) (Sl. No. 1)	0.000698450
TOTAL					1	1		0.00069845

LIST OF IT EQPT TO BE COVERED UNDER AMC - SCANNER**VOLUME-III –PRICE SCHEDULE-SCH-II (SCANNER)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	SCANNER	SCANNER HP SCANJET 8250	HP	NO(S)	3	2	ANNEXURE - II (SCANNER) (Sl. No. 1 to 3)	0.001676250
2	SCANNER	SCANNER HP HIGHEND A3 SIZE MODEL : FI-5750C	FUJITSU	NO(S)	1	1	ANNEXURE - II (SCANNER) (Sl. No. 20)	0.002793760
3	SCANNER	SCANNER HP SCANJET 8290	HP	NO(S)	2	1	ANNEXURE - II (SCANNER) (Sl. No.4 to 5)	0.000838130
4	SCANNER	SCANNER HP SCANJET 8350	HP	NO(S)	3	2	ANNEXURE - II (SCANNER) (Sl. No. 6 to 8)	0.001676250
5	SCANNER	HP SCANJET N 8420	HP	NO(S)	10	5	ANNEXURE - II (SCANNER) (Sl. No. 9 to 18)	0.004190640
6	SCANNER	Scanner - A4 Color HP SJ Ent 7500	HP	NO(S)	2	1	ANNEXURE - II (SCANNER) (Sl. No. 21 to 22)	0.002574350
7	SCANNER	SCANNER HP SJ3000S2 (L2737A)	HP	NO(S)	1	1	ANNEXURE - II (SCANNER) (Sl. No. 23)	0.000369960
8	SCANNER	HP SJ ENTERPRISE FLOW 7500	HP	NO(S)	1	1	ANNEXURE - II (SCANNER) (Sl. No. 19)	0.002574350
9	SCANNER	Scanjet Ent Flow 7500 (AMC wef 24.09.2020)	HP	NO(S)	6	3	ANNEXURE - II (SCANNER) (Sl. No. 24 to 29)	0.00126292
TOTAL					29	17		0.017956610

LIST OF IT EQPT TO BE COVERED UNDER AMC - UPS**VOLUME-III –PRICE SCHEDULE-SCH-II (UPS)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	UPS	UPS-10 KVA SUPER 400D	EMERSON	NO(S)	2	2	ANNEXURE - II (UPS) (Sl. No. 1-2);	0.016534900
2	UPS	UPS-10 KVA : S410D	EMERSON	NO(S)	3	3	ANNEXURE - II (UPS) (Sl. No.7,8,12)	0.024802350
3	UPS	UPS 10 KVA	EMERSON	NO(S)	4	3	ANNEXURE - II (UPS) (Sl. No.3 to 6)	0.024802350
4	UPS	20 KVA ONLINE UPS	EMERSON	NO(S)	3	3	ANNEXURE - II (UPS) (Sl. No.9 to 11)	0.032257070
5	UPS	5 KVA ONLINE (In AMC wef 24.09.2020)	UNILINE	NO(S)	8	5	ANNEXURE - II (UPS) (Sl. No.13 to 17 and 21-23)	0.00125533
6	UPS	800VA (In AMC wef 24.09.2020)	UNILINE	NO(S)	3	2	ANNEXURE - II (UPS) (Sl. No.18 to 20)	0.00001558
TOTAL					23	18		0.099667580

LIST OF IT EQPT TO BE COVERED UNDER AMC - SWITCH VOLUME-III –PRICE SCHEDULE-SCH-II (SWITCH)								
SL NO	TYPE	ITEM_DESC	MAK E	UOM	QUA NTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	SWITCH	SWITCH : 24 PORT	CISCO	NO(S)	17	9	ANNEXURE - II (SWITCH) (Sl. No.1,2,7,8, 39 to 51)	0.00294265
2	SWITCH	SWITCH : CI 24 PORT 10/100 AUTOSENSING AUTONEGOTIATING CATALYST SWITCH	CISCO	NO(S)	2	1	ANNEXURE - II (SWITCH) (Sl. No. 3, 4)	0.00032696
3	SWITCH	SWITCH : MODEL-WS-C2950-12	CISCO	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No. 5)	0.00032979
4	SWITCH	SWITCH :12 PORT	CISCO	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No. 6)	0.00046709
5	SWITCH	SWITCH : 48 PORT 10/100 MBPS MODEL: WS-C2950T-45	CISCO	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No. 9)	0.00046709
6	SWITCH	SWITCH : 24 PORT 10/100 MBPSMODEL: WS-C2950T-24	CISCO	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No. 10)	0.00032696
7	SWITCH	SWITCH : 48 PORT 10/100 MBPSMODEL: WS-C2950G-48-EI	CISCO	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No.11)	0.00046709
8	SWITCH	SWITCH : 24 PORT MANAGED MODEL : DGS-3024	DLINK	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No.12)	0.00018683
9	SWITCH	SWITCH : 24 PORT MANAGEDMODEL : DES 3526	DLINK	NO(S)	5	3	ANNEXURE - II (SWITCH) (Sl. No. 13,33,36,37,38)	0.0005605
10	SWITCH	SWITCH : CISCO CATALYST 3560 24 PORT	CISCO	NO(S)	6	3	ANNEXURE - II (SWITCH) (Sl. No. 14-16,17,20,21)	0.00140126
11	SWITCH	SWITCH : CISCO CATALYST 2960 24 PORT	CISCO	NO(S)	13	7	ANNEXURE - II (SWITCH)(Sl. No. 18-19,23-24,30-32,34-35,54-56,61)	0.00228873

12	SWITCH	SWITCH : 24 PORT MANAGED SWITCH	DLINK	NO(S)	6	3	ANNEXURE - II (SWITCH) (Sl. No. 22,25,26,27-29)	0.0005605
13	SWITCH	SWITCH LAYER-3, 24 PORT, C-3560- 24 TS- E	CISCO	NO(S)	2	1	ANNEXURE - II (SWITCH) (Sl. No. 52.53)	0.00046709
14	SWITCH	SWITCH : CISCO WS-C2960S-24TS-L, LAYER 02 SWITCH - 24 PORT	CISCO	NO(S)	2	1	ANNEXURE - II (SWITCH) (Sl. No. 57-58)	0.00032696
15	SWITCH	SWITCH : CISCO WS-C3560X-24T-S, LAYER 03 SWITCH - 24 PORT	CISCO	NO(S)	2	1	ANNEXURE - II (SWITCH) (Sl. No. 59,60)	0.00046709
16	SWITCH	POE SWITCH - A5120-24G PoE+EI SWITCH (in AMC wef 24.09.2019)	HP	NO(S)	1	1	ANNEXURE - II (SWITCH) (Sl. No. 62)	0.00014862
17	SWITCH	5120 48G SI (in AMC wef 24.09.2019)	HP	NO(S)	2	1	ANNEXURE - II (SWITCH) (Sl. No. 63,64)	0.00014218
TOTAL					64	37		0.011877390

LIST OF IT EQPT TO BE COVERED UNDER AMC - PROJECTOR**VOLUME-III –PRICE SCHEDULE-SCH-II (PROJECTOR)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	PROJECTOR	PROJECTOR : MULTIMEDIA MODEL: XD 70U	MITSUBISHI	NO(S)	1	1	ANNEXURE - II (PROJECTOR) (Sl. No. 1)	0.000838130
2	PROJECTOR	PROJECTOR:MULTIMEDIA MODEL : GD20X	BENQ	NO(S)	1	1	ANNEXURE - II (PROJECTOR) (Sl. No. 2)	0.000838130
3	PROJECTOR	PROJECTOR:MULTIMEDIA WITH WIRELESS KIT AND ACCESSORIESMODEL : INFOCUS IN2104	INFOCUS	NO(S)	6	3	ANNEXURE - II (PROJECTOR) (Sl. No. 3 to 8)	0.002514380
4	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:TAXAN PS-125X	TAXAN	NO(S)	1	1	ANNEXURE - II (PROJECTOR) (Sl. No. 9)	0.000838130
5	PROJECTOR	PROJECTOR: MULTIMEDIA PROJECTOR MODEL: INFOCUS IN-105	INFOCUS	NO(S)	7	4	ANNEXURE - II (PROJECTOR) (Sl. No. 10 to 16)	0.003352510
6	PROJECTOR	MULTIMEDIA PROJECTOR MODEL:EPSON EB-955WH	EPSON	NO(S)	3	2	ANNEXURE - II (PROJECTOR) (Sl. No. 17-19)	0.005089480
TOTAL					19	12		0.013470760

LIST OF IT EQPT TO BE COVERED UNDER AMC - ULTRIUM**VOLUME-III –PRICE SCHEDULE-SCH-II (ULTRIUM)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	ULTRIUM	ULTRIUM AUTO LOADER	HP	NO(S)	1	1	ANNEXURE - II (ULTRIUM) (Sl. No. 1)	0.011175060
TOTAL					1	1		0.011175060

LIST OF IT EQPT TO BE COVERED UNDER AMC - SAN STORAGE**VOLUME-III –PRICE SCHEDULE-SCH-II (SAN)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	SAN STORAGE	HP EVA 4400	HP	NO(S)	1	1	ANNEXURE - II (SAN) (Sl. No. 1)	0.013968810
2	SAN STORAGE	SAN Storage HP STORAGE WORKS EVA 6400 + San Switch + HBA	HP	NO(S)	1	1	ANNEXURE - II (SAN) (Sl. No. 2)	0.078657890
TOTAL					2	2		0.092626700

LIST OF IT EQPT TO BE COVERED UNDER AMC - PLASMA MONITOR**VOLUME-III –PRICE SCHEDULE-SCH-II (PLASMA)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	PLASMA MONITOR	PLASMA MONITOR 42 MODEL:MT42PZ41V	LG	NO(S)	1	1	ANNEXURE - II (PLASMA) (Sl. No. 1)	0.001536570
2	PLASMA MONITOR	PLASMA TV MODEL:SOPX4R-TB ATRLAD	LG	NO(S)	1	1	ANNEXURE - II (PLASMA) (Sl. No. 2)	0.001536570
3	PLASMA MONITOR	PLASMA TV MODEL:S32LN5120-TC.BTRCLJL	LG	NO(S)	1	1	ANNEXURE - II (PLASMA) (Sl. No. 2)	0.001536570
TOTAL					3	3		0.004609710

LIST OF IT EQPT TO BE COVERED UNDER AMC - RF DEVICE**VOLUME-III –PRICE SCHEDULE-SCH-II (RF)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	RF DEVICE	RF DEVICE MODEL-5780BH10	CAMBIUM	NO(S)	2	2	ANNEXURE - II (RF) (Sl. No. 1 to 2)	0.01601301
TOTAL					2	2		0.01601301

LIST OF IT EQPT TO BE COVERED UNDER AMC - RACK**VOLUME-III –PRICE SCHEDULE-SCH-II (RACK)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	RACK	RACK : 42 U RACK	HP	NO(S)	4	4	ANNEXURE - II (RACK) (Sl. No. 1, to 4)	0.00055877
TOTAL					4	4		0.00055877

LIST OF IT EQPT TO BE COVERED UNDER AMC - TFT MONITOR KVM WITH SWITCH**VOLUME-III –PRICE SCHEDULE-SCH-II (KVM)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	TFT MONITOR_KVM SWITCH	SWITCH : 16 PORT KVM		NO(S)	1	1	ANNEXURE - II (KVM) (Sl. No. 1)	0.000279370
3	TFT MONITOR_KVM SWITCH	TFT MONITOR_KVM SWITCH		NO(S)	2	2	ANNEXURE - II (KVM) (Sl. No. 2 to 3)	0.000558740
TOTAL					3	3		0.000838110

LIST OF IT EQPT TO BE COVERED UNDER AMC - <u>WIRELESS</u>								
VOLUME-III –PRICE SCHEDULE-SCH-II (WIRELESS)								
SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT)
						A		B
1	WIRELESS	WIRELESS ACCESS POINT,(AIRNET 1200 SERIES)	CISCO	NO(S)	2	1	ANNEXURE - II (WIRELESS) (Sl. No.1,2)	0.000223490
2	WIRELESS	WIRELESS ACCESS POINT (AIR1252AG-A-K9)	CISCO	NO(S)	3	2	ANNEXURE - II (WIRELESS) (Sl. No. 3 to 5)	0.000446990
TOTAL					5	3		0.000670480

LIST OF IT EQPT TO BE COVERED UNDER AMC - <u>NAS STORAGE</u>								
VOLUME-III –PRICE SCHEDULE-SCH-II (NAS STORAGE)								
SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	NAS STORAGE	STORE EASY 1840 STORAGE SERVER (along with Tape drive sl. No. 2S65160028 & model no.HP LTO 5 Ultrium 3000) (in AMC wef 24.09.2020)	HP	NO(S)	1	1	ANNEXURE - II (NAS STORAGE) (Sl. No.1)	0.00813915
TOTAL					1	1		0.008139150

LIST OF IT EQPT TO BE COVERED UNDER AMC - CCTV SYSTEM**VOLUME-III –PRICE SCHEDULE-SCH-II (CCTV SYSTEM)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	CCTV SYSTEM	CCTV SYSTEM COMPRISES of: (a) 1 No 4 CHANNEL ANALOG DIGITAL VIDEO RECORDER (MAKE SAMSUNG MODEL SRD 443 WITH 2TB INTERNAL HDD) (b) 2 NOS OF ANALOG Indore High Resolution Day Night Dome camera MAKE HONEYWELL S/N 1507310320 and 1507310321 (c) 1 No of Samsung Make High Resolution Vandal resistant Dome Camera Model SCV 2080 (d) 1 No of Samsung Make High Resolution IR Dome Camera Model SCD 2080R (e) Accessories like power supply, power cable and signal cable	DVR Make: Samsung Camera Make: Samsung and Honeywell	NO(S)	1	1	ANNEXURE - II (CCTV_SYSTEM) (Sl. No.1)	0.00375522
TOTAL					1	1		0.00375522

LIST OF IT EQPT TO BE COVERED UNDER AMC - ACCESS CONTROL SYSTEM**VOLUME-III –PRICE SCHEDULE-SCH-II (ACCESS CONTROL)**

SL NO	TYPE	ITEM_DESC	MAKE	UOM	QUANTITY	TENDER SCOPE	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	ACCESS CONTROL	CHECKMATE XT PROXIMITY SENSOR BASED ACCESS CONTROL SYSTEM COMPRISING OF 2 NOF OF DOOR SENSORS AND CONTROLLER ALONG WITH SOFTWARE FOR CONTROLLING THE SYSTEM	FORTUNA IMPEX PVT LIMITED	NO(S)	1	1	ANNEXURE - II (ACCESS CONTROL) (Sl. No.1)	0.00513372
TOTAL					1	1		0.00513372

LIST OF IT EQPT TO BE COVERED UNDER AMC - SSBG**VOLUME-III –PRICE SCHEDULE-SCH-II (SSBG)**

SL NO	TYPE	ITEM_DESC	MAK E	UOM	QUA NTIT Y	TEN DER SCOP E	ANNEXURE REF	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
						A		B
1	PC	PC WITH 17 TFT MONITOR HCL INFINITY TRU SL 1300	HP	NO(S)	1	1	ANNEXURE - II (SSBG) (Sl. No 8) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000195570
2	PC	Lenevo Think Center M91 with Core i5-2400/3.1 Ghz/6MB L3 cache	HCL	NO(S)	1	1	ANNEXURE - II (SSBG) (Sl. No 4) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000274750
3	PRINTER	HP-LJ-P3015	HP	NO(S)	1	1	ANNEXURE - II (SSBG) (Sl. No 3) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.000558760
4	PC	HP 600PD SFF i34330 500 G 4.0G 37 (AMC wef 04.11.2020)	HP	NO(S)	4	4	ANNEXURE - II (SSBG) (Sl. No1,2,5,6) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.00136073
5	PRINTER	HP Laserjet Pro MFP M128fn (AMC wef 04.11.2020)	HP	NO(S)	1	1	ANNEXURE - II (SSBG) (Sl. No 7) THE TENDERED SCOPE IS OUT OF THESE ONLY	0.00011349
TOTAL					8	8		0.002503300

LAN NODES TO BE COVERED UNDER AMC & FM			
VOLUME-III –PRICE SCHEDULE-SCH-II (LAN)			
MAINTENANCE OF LOCAL AREA NETWORK (COVERING MANPOWER SUPPORT, SPARES & SERVICES)			
SL. NO.	LOCATION	NO. OF NODES (TENDER SCOPE)	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL AMOUNT
			A
1	BARAUNI EPC	20	0.0006705
2	BARH	20	0.00067051
3	BRBCL - NABINAGAR	30	0.00100575
4	IB VALLEY	25	0.00083813
5	KAMENG (NEEPCO)	5	0.00016763
6	KOLKATA	300	0.01005755
7	NORTH KARANPURA	60	0.00201151
8	NPGCL - NABINAGAR	30	0.00100575
9	NSPCL ROURKELA	40	0.00134117
10	NTPC-BONGAIGAON	25	0.00083813
11	PATNA SAS	5	0.00016763
12	SAGARDIGHI WBPDC	35	0.00117338
13	SURATGARH TPS	40	0.001341
14	TATA STEEL KALINGANAGAR	20	0.00067058
15	RAMMAM	5	0.00013265
TOTAL LAN NODES		660	0.02209187

LOCATIONS TO BE COVERED UNDER FM				
VOLUME-III –PRICE SCHEDULE-SCH-II (FM)				
SL. NO.	SITE NAME (TENDER SCOPE)	ADDRESS	QUATERLY PREVENTIVE MAINTENANCE VISIT REQUIRED (YES/NO)	WEIGHTAGE FOR TOTAL PRICE FOR EACH ITEM (Nearest to 9 decimal points) wrt to GRAND TOTAL PRICE
				A
1	PSER-HQ	POWER SECTOR EASTERN REGION, BHEL BHAWAN, PLOT NO. DJ 9/, SECTOR II, SALT LAKE CITY, KARUNAMOYEE, KOLKATA-700091	NO	0.43660948
2	BARAUNI EPC	BSEB Barauni (2X250 MW),BHEL Site Office,AT + PO -Barauni Thermal Power Station, District - Begusarai, Pin-851116	YES	0.00502877
3	BARH	BARH SITE OFFICE, Ganga Bihar, NTPC Transit Camp, P.O. Barh, Patna Bihar-803213	YES	0.00224202
4	BRBCL NABINAGAR	BHEL Site Office, 4x250 MW Nabinagar Project BRBCL P.O. Nabinagar Dehri-onsone, Dist. Aurangabad, Bihar - 824 303	YES	0.00670503
5	IB VALLEY	BHEL Site Office, 2X660MW, UNIT 3 and 4, IB Thermal Power Station-OPGCL Banharpalli, Jharsugura, Orissa- 768234	YES	0.00670503
6	KAMENG NEEPCO	BHEL TRANSIT CAMP, Opp:BSNL Campus, Upper Bhalukpong, West Kameng District, Arunachal Pradesh-790114	YES	0.01005755
7	NORTH KARANPURA	3 X 660 MW, NORTH KARANPURA SUPER THERMAL POWER PROJECT NTPC, TANDWA, DIST CHATRA, JHARKHAND	YES	0.00502877
8	NPGCL NABINAGAR	BHEL Site Office, 3 X 660 MW Nabinagar Project NPGCL Shivanpur, P.O.-Ankhora, Dist.- Aurangabad, Bihar, PIN: 824303	YES	0.00502877
9	NTPC BONGAIGAON	BHEL SITE OFFICE, 3 X 250 MW NTPC-Bongaigaon TPP, P.O. Salakati, Dist. Kokrajhar (BTAD) , ASSAM-783369	YES	0.00268202
10	PATNA SAS	BHEL-SAS, B Block, 3rd Floor, Maurya Lok Complex, Dakbunglow Road, Patna-800001	YES	0.001341
11	PUNATSANGCHU-ALIPURDUAR OFFICE	C/O BHEL "Sharma Sadan" Sh Pramod Sharma Bhanu Bhakta Toll Dist: Alipurduar,Jaigaon. 736182 W	YES	0.00167627
12	SAGARDIGHI WBPDC	BHEL Site Office,Sagardighi (Extn.) Project-Ph.II-(2x500 MW (Extn.)),Sagardighi,Dt. Murshidabad, West Bengal-742237	YES	0.00502877
13	SURATGARH TPS	BHEL SITE OFFICE, 2nd FLOOR, ADMINISTRATIVE BUILDING, RRVUNL, PRABHAT NAGAR, SURATGARH STPS, DIST: SRIGANGANAGAR, PIN : 335804, RAJASTHAN	YES	0.00670503
14	NPSCL ROURKELA	BHEL SITE OFFICE (1 x 250MW NSPCL ROURKELA TPP-III) ROURKELA STEEL PLANT, ROURKELA, DIST- SUNDARGARH, ODISHA, PIN-769011	YES	0.00655789
15	TATA STEEL - KALINGANAGAR	BHEL SITE OFFICE, CPP Ph-II , Tata Steel Kalinganagar, Duburi Dist : Jajpur, Odisha , PIN : 755026	YES	0.00670503
16	RAMMAM	RAMMAM STAGE 3 HEP, SAJBOTEY, PO.-: KOLBONG, DIST.-: DARJEELING, STATE: WEST BENGAL, PIN.-: 734201	YES	0.00261569
17	R&M Kahalgaon	BHEL SITE OFFICE, BHEL-ESP (R&M) Stage-1 (4 X 210 MW), Old BMD Office-NTPC, 1st Floor, Near Stage-1 Chimney, NTPC-Kahalgaon, Bhagalpur, Bihar, PIN-813214	YES	0.00224203
TOTAL				0.512959150

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CHAPTER -1

1. GENERAL INSTRUCTION TO TENDERERS

1.1. DESPATCH INSTRUCTION

- i) The General Conditions of Contract form part of the Tender specifications. **All pages of the tender documents shall be duly signed, stamped and submitted along with the offer in token of complete acceptance thereof.** The information furnished shall be complete by itself. The tenderer is required to furnish all the details and other documents as required in the following pages
- ii) Tenderers are advised to study all the tender documents carefully. Any submission of tender by the tenderer shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof. Should the tenderers have any doubt about the meaning of any portion of the Tender Specification or find discrepancies or omissions in the drawings or the tender documents issued are incomplete or shall require clarification on any of the technical aspect, the scope of work etc., he shall at once, contact the authority inviting the tender well in time (so as not to affect last date of submission) for clarification before the submission of the tender. Tenderer's request for clarifications shall be with reference to Sections and Clause numbers given in the tender documents. The specifications and terms and conditions shall be deemed to have been accepted by the tenderer in his offer. Non compliance with any of the requirements and instructions of the tender enquiry may result in the rejection of the tender.
- iii) Integrity pact (IP) shall be applicable for all tenders / contracts if indicated in NIT. This integrity pact shall be issued as part of the Tender documents and shall be returned by the bidder along with Techno-commercial bid duly filled, signed and stamped by the authorized signatory who signs the bid. Only those vendors / bidders who have entered into such an IP with BHEL shall be considered qualified to participate in the bidding. Entering into this pact shall be a preliminary qualification.

1.2. SUBMISSION OF TENDERS

- 1.2.1 The tenderers must submit their tenders to Officer inviting tender as per instructions in the NIT
- 1.2.2 Tenders submitted by post shall be sent by 'REGISTERED POST ACKNOWLEDGEMENT DUE / by COURIER' and shall be posted with due allowance for any postal/courier delays. BHEL takes no responsibility for delay, loss or non-receipt of tenders sent by post/courier. **The tenders received after the specified time of their submission are treated as 'Late Tenders' and shall not be considered under any circumstances.** Offers received by Fax/Email/Internet shall be considered as per terms of NIT.
- 1.2.3 Tenders shall be opened by authorised Officer of BHEL at his office at the time and date as specified in the NIT, in the presence of such of those tenderers or their authorised representatives who may be

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1.2.4 Tenderers whose bids are found techno commercially qualified shall be informed the date and time of opening of the Price Bids and such Tenderers may depute their representatives to witness the opening of the price bids. BHEL's decision in this regard shall be final and binding.

1.2.5 Before submission of Offer, the tenderers are advised to inspect the site of work and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available, position of material and labour, means of transport and access to Site, accommodation, etc. No claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

1.3. LANGUAGE

1.3.1 The tenderer shall quote the rates in English language and international numerals. These rates shall be entered in figures as well as in words. For the purpose of the tenders, the metric system of units shall be used.

1.3.2 All entries in the tender shall either be typed or written legibly in ink. Erasing and over-writing is not permitted and may render such tenders liable for rejection. All cancellations and insertions shall be duly attested by the tenderer.

1.4 PRICE DISCREPANCY:

1.4.1 **Conventional (Manual) Price Bid opening** : In the case of price bid opening without resorting to Reverse Auction, if there are differences between the rates given by the tenderer in words and figures or in amount worked out by him, the following procedure for evaluation and award shall be followed:

- i) When there is a difference between the rates in figures and in words, the rates which corresponds to the amounts worked out by the contractor, shall be taken as correct
- ii) When the amount of an item is not worked out by the contractor or it does not correspond with the rate written either in figure or in words, then the rate quoted by the contractor in words shall be taken as correct
- iii) When the rate quoted by the contractor in figures and words tallies but the amount is not worked out correctly, the rate quoted by the contractor shall be taken as correct and not the amount.
- iv) In case of lumpsum price, if there is any difference between the amount in figures and in words, the amount quoted by the bidder in words shall be taken as correct.
- v) In case of omission in quoting any rate for one or more items, the evaluation shall be done considering the highest quoted rate obtained against the respective items by other tenderers for the subject tender. If the tenderer becomes L-1, the notional rates for the omission items shall be the lowest rates quoted for the respective items by the other tenderers against the respective omission items for the subject job and the 'Total quoted price (loaded for omissions)' shall be arrived at. However the overall price remaining the same as quoted originally, the rates for all the items in the 'Total quoted price (loaded for omissions)' shall be reduced item wise in proportion to the ratio of 'Original' total price and the 'Total quoted price (loaded for omissions)'.
- vi) The 'Final Total Amount' shall be arrived at after considering the amounts worked out in line with 'i' to 'iv' above.

1.4.2 **Reverse Auction:** In case of Reverse Auction, the successful bidder shall undertake to execute the work as per overall price offered by him during the Reverse Auction process. In case of omission of rates, the procedure shall be as per 'Guidelines for Reverse Auction' enclosed.

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1.5. QUALIFICATION OF TENDERERS

- i) Only tenderers who have previous experience in the work of the nature and description detailed in the Notice Inviting Tender and/or tender specification are expected to quote for this work duly detailing their experience along with offer.
- ii) Offers from tenderers who do not have proven and established experience in the field shall not be considered
- iii) Offers from tenderers who are under suspension (banned) by any Unit/Region/Division of BHEL shall not be considered.
- iv) Offers from tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt of India shall not be considered.

1.6. EVALUATION OF BIDS

- i) Technical Bids submitted by the tenderer will be opened first and evaluated for fulfilling the Pre Qualification criteria and other conditions in NIT/Tender documents, based on documentary evidences submitted along with the offer
- ii) In case the same qualifying experience is claimed by more than one agency, then the agency who has executed the work as per documentary evidence submitted shall only be qualified. Scope of qualifying work should be totally with the agency who has executed and in case it is only labour+consumables without T&P, then the responsibility of execution is assigned to the first agency and not to the agency who has executed only as labour supply contractor. Further, BHEL reserves the right to ask for further proofs including submission of TDS certificates for the said job
- iii) In case the qualifying experience is claimed by private organizations based on Work Order and completion certificates from another private organization, BHEL reserves the right to ask for further proofs including submission of TDS certificates for the said job
- iv) Assessing Bidder Capacity for executing the current tender shall be as per Notice Inviting Tender
- v) Price Bids of shortlisted bidders shall only be opened either through the conventional price bid opening or through electronic Reverse Auction, at the discretion of BHEL
- vi) Price Bids of unqualified bidders shall not be opened. Reasons for rejection shall be intimated in due course after issue of LOI/LOA to successful bidder and receipt of unqualified acceptance from the successful bidder
- vii) Bidders are advised to also refer to clause no 2.9.4 regarding evaluation of their performance in ongoing projects for the current tender

1.7. DATA TO BE ENCLOSED

Full information shall be given by the tenderer in respect of the following. Non-submission of this information may lead to rejection of the offer.

i) INCOME TAX PERMANENT ACCOUNT NUMBER

Certified copies of Permanent Account Numbers as allotted by Income Tax Department for the Company/Firm/Individual Partners, etc. shall be furnished along with tender.

ii) ORGANIZATION CHART

The organization chart of the tenderer's organization, including the names, addresses and contact information of the Directors/Partners shall be furnished along with the offer.

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iii) An attested copy of the Power of Attorney, in case the tender is signed by an individual other than the sole proprietor

iv) IN CASE OF INDIVIDUAL TENDERER:

His / her full name, address and place & nature of business.

v) IN CASE OF PARTNERSHIP FIRM

The names of all the partners and their addresses, A copy of the partnership deed/instrument of partnership duly certified by the Notary Public shall be enclosed.

vi) IN CASE OF COMPANIES:

- a. Date and place of registration including date of commencement certificate in case of Public Companies (certified copies of Memorandum and articles of Association are also to be furnished).
- b. Nature of business carried on by the Company and the provisions of the Memorandum relating thereof.

1.8 AUTHORISATION AND ATTESTATION:

Tenders shall be signed by a person duly authorized/empowered to do so. An attested copy of the Power of Attorney, in case the tender is signed by an individual other than the sole proprietor shall be submitted along with the tenders

1.9 EARNEST MONEY DEPOSIT:

1.9.1 Every tender must be accompanied by the prescribed amount of Earnest Money Deposit in any one of the following forms:

1.9.1.1 Cash deposit as permissible under the extant Income Tax Act (Before tender opening) - The amount should be remitted by the party to the Cashier of Bharat Heavy Electricals Limited, PS-ER, Kolkata between 14.00 hours and 16.00 hours on working days and cash receipt issued by him shall be enclosed along with the tender.

1.9.1.2 Electronic Fund Transfer credited in Bharat Heavy Electricals Limited, PS-ER' account (before tender opening). RTGS details of BHEL-PSER is available in tender.

1.9.1.3 Banker's Cheque/Pay Order/Demand Draft payable at Kolkata duly pledged in Favour of Bharat Heavy Electricals Limited, Kolkata (along with offer).

1.9.1.4 Fixed Deposit Receipt (FDR) issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL).

In addition to above, the EMD amount in excess of Rs. 2 Lakh may also be accepted in the form of Bank Guarantee from scheduled bank. The Bank Guarantee in such cases shall be valid for atleast six months. **EMD of successful tenderer will be retained as part of Security Deposit.**

1.9.1.4 Any other mode as per latest guidelines issued by Govt. of India.

1.9.1.3(b) Parties/bidders who have submitted/submits One Time EMD (OEMD) in this Power Sector Region (i.e. BHEL-PSER) for Service After Sales (SAS) a sum of amount Rs. 5,00,000/- (Rupees Five Lakh only) are exempted from payment of E.M.D. on each such tender in that unit on case to case basis.

1.9.2 Tenders received without Earnest Money in full in the manner prescribed above are liable to be

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rejected. EMD shall not carry any interest.

1.9.4 The Earnest Money Deposit of the successful tenderer will be retained as part of Security Deposit.

1.9.5 EMD given by all unsuccessful tenderers shall be refunded normally within 15 days of award of work.

1.9.6 BHEL reserves the right of forfeiture of Earnest Money Deposit submitted by the tenderer if :-

- a. After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- b. The Contractor fails to deposit the required Security Deposit or commence the work within the period as per LOI/Contract.

1.9.7 EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/contractors" and forfeited/released based on the action as determined under these guidelines"

1.10 SECURITY DEPOSIT (SD):

1.10.1 Security Deposit means the security provided by the contractor towards fulfilment of any obligations in terms of the provisions of the contract. Upon acceptance of tender, the successful tenderer within the time specified in the Letter of Intent must deposit the required amount towards Security Deposit before start of the work. The Security Deposit shall not carry any interest.. SD to be submitted within 15 days from the date of Letter of Intent (LOI).

1.10.2 The total amount of SECURITY DEPOSIT WILL BE 5% (FIVE PERCENT) OF THE CONTRACT VALUE. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.

1.10.3 If the value of the work done at any time exceeds the accepted agreement value, the Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall immediately be deposited by the contractor or recovered from payments due to the contractor.

1.10.4 Regarding adjustment of Earnest Money Deposit towards part of Security Deposit, refer clause 1.10.2 above, the successful tenderer shall not commence any work under the contract before remitting the Security Deposit except as directed by BHEL.

1.10.5 Failure to deposit the Security within the stipulated time may lead to forfeiture of Earnest Money and cancellation of the award of work.

1.10.6 The balance amount to make up the required Security Deposit of 5% of the contract value may be furnished in any one of the following forms:

- i) Cash (as permissible under the Income Tax Act).
- ii) Local cheques of scheduled banks (subject to realization)/Pay Order/Demand Draft/Electronic Fund Transfer credited in Bharat Heavy Electricals Limited, PS-ER' account.
- iii) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act.. The Bank Guarantee format should have the approval of BHEL. Bank Guarantee for S.D. must be posted by the Bank by registered post directly to us, and it should not be submitted by the bidder directly to us.
- iv) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the

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Companies Act (FDR should be in the name of the contractor, A/C BHEL).

- v) Securities available from Indian Post Offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/hypothecated/ pledged, as applicable, in favour of BHEL).
- vi) Any other mode as per latest guidelines issued by Govt. of India.

Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.

1.10.7 COLLECTION OF SECURITY DEPOSIT:

1.10.7.1 At least 50% of the required Security Deposit, including EMD, should be collected before start of work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the contractor till the amount of the required Security Deposit is collected.

1.10.7.2 If the value of the work done at any time exceeds the accepted agreement value, the Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall immediately be deposited by the contractor or recovered from payments due to the contractor.

1.10.7.3 The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, subject to approval of BHEL.

1.10.7.4 Security Deposit should cover up to the period of guarantee also.

(Note: In case of SAS jobs, work can be started before the required Security Deposit is collected. However, payment can be released only after collection/ recovery of initial 50% Security Deposit).

1.10.8 BHEL reserves the right of forfeiture of Security Deposit in addition to other claim and penalties in the event of the contractor's failure to fulfil any of the contractual obligations including statutory or in the event of termination of contract as per terms and conditions of contract.

1.10.9 RETURN OF SECURITY DEPOSIT:

If the contractor duly performs and completes the contract in all respects to the entire satisfaction of BHEL, and presents an absolute "No Demand Certificate" in the prescribed form and return properties belonging to BHEL handed over, lent or hired by him for carrying out the said works the security deposit will be released to the contractor after deducting all costs or expenses or other contracts entered into with the contractor, only after the satisfactory completion of contract period.

1.10.10 No interest shall be payable by BHEL on Earnest Money / Security Deposit or any money due to the contractor from BHEL.

1.10.11 In no case Security Deposit can be released before settling all claims under this contract.

1.10.12 In case the value of work exceeds / reduces from the awarded / accepted value, the Security Deposit shall be correspondingly enhanced / reduced as given below:

- i) The enhanced part of the Security Deposit shall be immediately deposited by the Contractor or

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adjusted against payments due to the Contractor.

- ii) There will be no reduction in Security Deposit value in case of variation in contract value upto the lower limit specified in Quantity variation clause. In case of reduction of contract value beyond the lower limit specified in Quantity Variation clause, then the Security Deposit shall be re adjusted in proportion.
- iii) In case of reduction, the reduced Contract value shall be certified by BHEL Construction Manager after ascertaining / freezing of BOQ / Drawings from the Design / Engineering Centre. The reduced Security Deposit value can only be considered after taking into account the adequacy of the securities held by BHEL to meet the liabilities of the contractor for the contract, and the performance of the contract in general. **In such cases, the revised value of Security Deposit shall be worked out only after execution of not less than the lower limit of the revised scope of work/contract value as per quantity variation clause, and as certified by Construction Manager. This reduction in value of Security Deposit shall not entitle the contractor to any amendment of Contract and shall be operated at the discretion of BHEL**
- iv) Contract value for the purpose of operating the reduced/increased value of Security Deposit due to Quantity Variation, shall be exclusive of Price Variation Clause, Over Run Compensation and Extra works done on manday rates.

1.10.13 The validity of Bank Guarantees towards Security Deposit shall be initially upto the completion period as stipulated in the Letter of Intent/Award + 3 months, and the same shall be kept valid by proper renewal till the acceptance of Final Bills of the Contractor, by BHEL

1.10.14 BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of the Contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of contract. BHEL reserves the right to set off the Security Deposit against any claims of other contracts with BHEL.

1.11 BANK GUARANTEES

Where ever Bank Guarantees are to be furnished/submitted by the contractor, the following shall be complied with

- i) Bank Guarantees shall be from Scheduled Banks / Public Financial Institutions as defined in the Companies Act.
- ii) The Bank Guarantees shall be as per prescribed formats.
- iii) It is the responsibility of the bidder to get the Bank Guarantees revalidated/extended for the required period (subject to a minimum period of six months), as per the advice of BHEL Site Engineer / Construction Manager. BHEL shall not be liable for issue of any reminders regarding expiry of the Bank Guarantees.
- iv) In case extension/further extensions of any Bank Guarantees are not required, the bidders shall ensure that the same is explicitly endorsed by the Construction Manager and submitted to the Regional HQ issuing the LOI/LOA.
- v) In case the Bank Guarantees are not extended before the expiry date, BHEL reserves the right to invoke the same by informing the concerned Bank in writing, without any advance notice/communication to the concerned bidder.
- vi) Bidders to note that any corrections to Bank Guarantees shall be done by the issuing Bank, only through an amendment in an appropriate non judicial stamp paper.
- vii) The Original Bank Guarantee shall be sent directly by the Bank to BHEL under Registered Post (Acknowledgement Due), addressed to the Subcontracting Department of the respective Region.

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1.12 VALIDITY OF OFFER

The rates in the Tender shall be kept open for acceptance for a minimum period of **SIX MONTHS** from latest due date of offer submission (including extension, if any). In case BHEL (Bharat Heavy Electricals Ltd) calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the tenderers.

1.13 EXECUTION OF CONTRACT AGREEMENT

The successful tenderer's responsibility under this contract commences from the date of issue of the Letter of Intent by Bharat Heavy Electricals Limited. The Tenderer shall submit an unqualified acceptance to the Letter of Intent/Award within the period stipulated therein.

The successful tenderer shall be required to execute an agreement in the prescribed form, with BHEL, within a reasonable time after the acceptance of the Letter of Intent/Award, and in any case before releasing the first running bill. The contract agreement shall be signed by a person duly authorized/empowered by the tenderer. The expenses for preparation of agreement document shall be borne by BHEL

1.14 REJECTION OF TENDER AND OTHER CONDITIONS

1.14.13 The acceptance of tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights for the following without assigning any reasons whatsoever:-

- a. To reject any or all of the tenders.
- b. To split up the work amongst two or more tenderers as per NIT
- c. To award the work in part if specified in NIT
- d. In case of either of the contingencies stated in (b) and (c) above, the time for completion as stipulated in the tender shall be applicable.

1.14.14 Conditional tenders, unsolicited tenders, tenders which are incomplete or not in the form specified or defective or have been materially altered or not in accordance with the tender conditions, specifications etc., are liable to be rejected.

1.14.15 Tenders are liable to be rejected in case of unsatisfactory performance of the tenderer with BHEL, or tenderer under suspension (hold/banning /delisted) by any unit / region / division of BHEL or tenderers who do not comply with the latest guidelines of Ministry/Commissions of Govt of India. BHEL reserves the right to reject a bidder in case it is observed that they are overloaded and may not be in a position to execute this job as per the required schedule in line with clause no. 9.0 of the 'NIT'. The decision of BHEL will be final in this regard.

1.14.16 If a tenderer who is a proprietor expires after the submission of his tender or after the acceptance of his tender, BHEL may at their discretion, cancel such tender. If a partner of a firm expires after the submission of tender or after the acceptance of the tender, BHEL may then cancel such tender at

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their discretion, unless the firm retains its character.

- 1.14.17 BHEL will not be bound by any Power of Attorney granted by changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognise such power of Attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
- 1.14.18 If the tenderer deliberately gives wrong information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract if awarded and forfeit the Earnest Money/Security Deposit/any other money due.
- 1.14.19 Canvassing in any form in connection with the tenders submitted by the Tenderer shall make his offer liable to rejection.
- 1.14.20 In case the Proprietor, Partner or Director of the Company/Firm submitting the Tender, has any relative or relation employed in BHEL, the authority inviting the Tender shall be informed of the fact as per specified format, along with the Offer. Failing to do so, BHEL may, at its sole discretion, reject the tender or cancel the contract and forfeit the Earnest Money/Security Deposit.
- 1.14.21 The successful tenderer should not sub-contract part or complete work detailed in the tender specification undertaken by him without written permission of BHEL's Construction Manager/Site Incharge. The tenderer is solely responsible to BHEL for the work awarded to him.
- 1.14.22 The Tender submitted by a techno commercially qualified tenderer shall become the property of BHEL who shall be under no obligation to return the same to the bidder. However unopened price bids and late tenders shall be returned to the bidders
- 1.14.23 Unsolicited discount received after the due date and time of Bid Submission shall not be considered for evaluation. However, if the party who has submitted the unsolicited discount/rebate becomes the L-I party, then the awarded price i.e contract value shall be worked out after considering the discount so offered.
- 1.14.24 BHEL shall not be liable for any expenses incurred by the bidder in the preparation of the tender irrespective of whether the tender is accepted or not.

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CHAPTER-2

2.1 **DEFINITION:** The following terms shall have the meaning hereby assigned to them except where the context otherwise requires

i)	BHEL shall mean Bharat Heavy Electricals Limited (of the respective Power Sector Region inviting the Tender), a company registered under Indian Companies Act 1956, with its Registered Office at BHEL HOUSE, SIRI FORT, NEW DELHI – 110 049, or its Power Sector Regional Offices or its Authorised Officers or its Site Engineers or other employees authorised to deal with any matters with which these persons are concerned on its behalf.
ii)	“EXECUTIVE DIRECTOR” or ‘GROUP GENERAL MANAGER’ or “GENERAL MANAGER (Incharge)” or “GENERAL MANAGER” shall mean the Officer in Administrative charge of the respective Power Sector Region.
iii)	“COMPETENT AUTHORITY” shall mean Executive Director or Group General Manager or General Manager (Incharge) or General Manager or BHEL Officers who are empowered to act on behalf of the Executive Director or General Manager (Incharge) or General Manager of BHEL.
iv)	“ENGINEER” or “ENGINEER IN CHARGE” shall mean an Officer of BHEL as may be duly appointed and authorized by BHEL to act as “Engineer” on his behalf for the purpose of the Contract, to perform the duty set forth in this General Conditions of Contract and other Contract documents. The term also includes ‘CONSTRUCTION MANAGER’ or ‘SITE INCHARGE’ as well as Officers at Site or at the Headquarters of the respective Power Sector Regions.
v)	“SITE” shall mean the places or place at which the plants/equipments are to be erected and services are to be performed as per the specification of this Tender.
vi)	“CLIENT OF BHEL” or “CUSTOMER” shall mean the project authorities with whom BHEL has entered into a contract for supply of equipments or provision of services.
vii)	“CONTRACTOR” shall mean the successful Bidder/Tenderer who is awarded the Contract and shall include the Contractor's successors, heirs, executors, administrators and permitted assigns.
viii)	“CONTRACT” or “CONTRACT DOCUMENT” shall mean and include the Agreement of Work Order, the accepted appendices of Rates, Schedules, Quantities if any, General Conditions of Contract, Special Conditions of Contract, Instructions to the Tenderers, Drawings, Technical Specifications, the Special Specifications if any, the Tender documents, subsequent amendments mutually agreed upon and the Letter of Intent/Acceptance issued by BHEL. Any conditions or terms stipulated by the contractor in the tender documents or subsequent letters shall not form part of the contract unless, specifically accepted in writing by BHEL in the Letter of Intent/Award and incorporated in the agreement.
ix)	“GENERAL CONDITIONS OF CONTRACT” shall mean the ‘Instructions to Tenderers’ and ‘General Conditions of Contract’ pertaining to the work for which above tenders have been called for.

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x)	"TENDER SPECIFICATION" or "TENDER" or "TENDER DOCUMENTS" shall mean General Conditions, Common Conditions, Special Conditions, Price Bid, Rate Schedule, Technical Specifications, Appendices, Annexures, Corrigendums, Amendments, Forms, procedures, Site information, etc and drawings/documents pertaining to the work for which the tenderers are required to submit their offers. Individual specification number will be assigned to each Tender Specification.
xi)	"LETTER OF INTENT" shall mean the intimation by a Letter/Fax/email to the tenderer that the tender has been accepted in accordance with provisions contained in the letter. The responsibility of the contractor commences from the date of issue of this letter and all terms and conditions of the contract are applicable from this date.
xii)	"COMPLETION TIME" shall mean the period by 'date/month' specified in the 'Letter of Intent/Award' or date mutually agreed upon for handing over of the intended scope of work, the erected equipment/plant which are found acceptable by the Engineer, being of required standard and conforming to the specifications of the Contract.
xiii)	"PLANT" shall mean and connote the entire assembly of the plant and equipments covered by the contract.
xiv)	"EQUIPMENT" shall mean equipment, machineries, materials, structural, electricals and other components of the plant covered by the contract.
xv)	"TESTS" shall mean and include such test or tests to be carried out on the part of the contractor as are prescribed in the contract or considered necessary by BHEL, in order to ascertain the quality, workmanship, performance and efficiency of the contractor or part thereof.
xvi)	"APPROVED", "DIRECTED" or "INSTRUCTED" shall mean approved, directed or instructed by BHEL.
xvii)	"WORK or CONTRACT WORK" shall mean and include supply of all categories of labour, specified consumables, tools and tackles and Plants required for complete and satisfactory site transportation, handling, stacking, storing, erecting, testing and commissioning of the equipments to the entire satisfaction of BHEL.
xviii)	"SINGULAR AND PLURALS ETC" words carrying singular number shall also include plural and vice versa, where the context so requires. Words imparting the masculine Gender shall be taken to include the feminine Gender and words imparting persons shall include any Company or Associations or Body of Individuals, whether incorporated or not.
xix)	"HEADING" – The heading in these General Conditions are solely for the purpose of facilitating reference and shall not be deemed to be part thereof or be taken as instructions thereof or of the contract.
xx)	"MONTH" shall mean calendar month unless otherwise specified in the Tender.
xxi)	Day' or 'Days' unless herein otherwise expressly defined shall mean calendar day or days of twenty four (24) hours each. A week shall mean continuous period of seven (7) days.

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xxii)	“COMMISSIONING” shall mean the synchronisation testing and achieving functional operation of the Equipment with associated system after all initial adjustments, trials, cleaning, re-assembly required at site if any, have been completed and Equipment with associated system is ready for taking into service.
xxiii)	“WRITING” shall include any manuscript type written or hand written or printed statement or electronically transmitted messages, under the signature or seal or transmittal of BHEL.
xxiv)	“TEMPORARY WORK” shall mean all temporary works for every kind required in or for the execution, completion, maintenance of the work.
xxv)	‘CONTRACT PRICE’ or ‘CONTRACT VALUE’ shall mean the sum mentioned in the LOI/LOA/Contract Agreement subject to such additions thereto or deductions there from as may be made under provisions hereinafter contained
xxvi)	“COMMENCEMENT DATE” or “START DATE” shall mean the commencement/start of work at Site as per terms defined in the Tender
xxvii)	“SHORT CLOSING” or “FORE CLOSING” of Contract shall mean the premature closing of Contract, for reasons not attributable to the contractor and mutually agreed between BHEL and the contractor
xxviii)	“TERMINATION” of Contract shall mean the pre mature closing of contract due to reasons as mentioned in the contract
xxix)	“DE MOBILISATION” shall mean the temporary winding up of Site establishment by Contractor leading to suspension of works temporarily for reasons not attributable to the contractor
xxx)	“RE MOBILISATION” shall mean the resumption of work with all resources required for the work after demobilization.
2.2	LAW GOVERNING THE CONTRACT AND COURT JURISDICTION The contract shall be governed by the Law for the time being in force in the Republic of India. The Civil Court having original Civil Jurisdiction at Delhi for PSNR, at Kolkata for PSER, at Nagpur for PSWR and at Chennai for PSSR, shall alone have exclusive jurisdiction in regard to all claims in respect of the Contract. No other Civil Court shall have jurisdiction in case of any dispute, under this contract
2.3	ISSUE OF NOTICE 2.3.1 <u>Service of notice on contractor</u> Any notice to be given to the Contractor under the terms of the contract shall be served by sending the same by Registered Post / Speed Post to or leaving the same at the Contractor's last known address of the principal place of business (or in the event of the contractor being a company, to or at its Registered Office). In case of change of address, the notice shall be served at changed address as notified in writing by the Contractor to BHEL. Such posting or leaving of the notice shall be deemed to be good service of such notice and the time mentioned to the condition for doing any act after notice shall be reckoned from the date so mentioned in such notice.
2.3.2	<u>Service of notice on BHEL</u> Any notice to be given to BHEL in-charge/Region under the terms of the Contract shall be served by sending the same by post to or leaving the same at BHEL address or changed address as notified in writing by BHEL to the Contractor.

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2.4	USE OF LAND
	No land belonging to BHEL or their Customer under temporary possession of BHEL shall be occupied by the contractor without written permission of BHEL.
2.5	COMMENCEMENT OF WORK
2.5.1	The contractor shall commence the work as per the time indicated in the Letter of Intent from BHEL and shall proceed with the same with due expedition without delay.
2.5.2	If the contractor fails to start the work within stipulated time as per LOI or as intimated by BHEL, then BHEL at its sole discretion will have the right to cancel the contract. The Earnest Money and/or Security Deposit with BHEL will stand forfeited without any further reference to him without prejudice to any and all of BHEL's other rights and remedies in this regard.
2.5.3	All the work shall be carried out under the direction and to the satisfaction of BHEL.
2.6	MEASUREMENT OF WORK AND MODE OF PAYMENT:
2.6.1	All payments due to the contractors shall be made by e mode only, unless otherwise found operationally difficult for reasons to be recorded in writing
2.6.2	For progress running bill payments: - The Contractor shall present detailed measurement sheets in triplicate, duly indicating all relevant details based on technical documents and connected drawings for work done during the month/period under various categories in line with terms of payment as per contract. The basis of arriving at the quantities, weights shall be relevant documents and drawings released by BHEL. These measurement sheets shall be prepared jointly with BHEL Engineers and signed by both the parties.
2.6.3	These measurement sheets will be checked by BHEL Engineer and quantities and percentage eligible for payment under various groups shall be decided by BHEL Engineer. The abstract of quantities and percentage so arrived at based on the terms of payment shall be entered in Measurement Book and signed by both the parties.
2.6.4	Based on the above quantities, contractor shall prepare the bills in prescribed format and work out the financial value. These will be entered in Measurement Book and signed by both the parties. Payment shall be made by BHEL after effecting the recoveries due from the contractor.
2.6.5	All recoveries due from the contractor for the month/period shall be effected in full from the corresponding running bills unless specific approval from the competent authorities is obtained to the contrary.
2.6.6	Measurement shall be restricted to that portion of work for which it is required to ascertain the financial liability of BHEL under this contract.

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- 2.6.7 The measurement shall be taken jointly by persons duly authorized on the part of BHEL and by the Contractor.
- 2.6.8 The Contractor shall bear the expenditure involved if any, in making the measurements and testing of materials to be used/used in the work. The contractor shall, without extra charges, provide all the assistance with appliances and other things necessary for measurement.
- 2.6.9 If at any time due to any reason whatsoever, it becomes necessary to re-measure the work done in full or in part, the expenses towards such re measurements shall be borne by the contractor unless such re measurements are warranted solely for reasons not attributable to contractor.
- 2.6.10 Passing of bills covered by such measurements does not amount to acceptance of the completion of the work measured. Any left out work has to be completed, if pointed out at a later date by BHEL.
- 2.6.11 Final measurement bill shall be prepared in the final bill format prescribed for the purpose based on the certificate issued by BHEL Engineer that entire works as stipulated in tender specification has been completed in all respects to the entire satisfaction of BHEL. Contractor shall give unqualified "No Claim" Certificate. All the tools and tackles loaned to him should be returned in satisfactory condition to BHEL. The abstract of final quantities and financial values shall also be entered in the Measurement Books and signed by both parties to the contract. The Final Bill shall be prepared and paid within a reasonable time after completion of work.

2.7 RIGHTS OF BHEL

BHEL reserves the following rights in respect of this contract during the original contract period or its extensions if any, as per the provisions of the contract, without entitling the contractor for any compensation.

- 2.7.1 To withdraw any portion of work and/or to restrict/alter quantum of work as indicated in the contract during the progress of work and get it done through other agencies to suit BHEL's commitment to its customer or in case BHEL decides to advance the date of completion due to other emergent reasons/ BHEL's obligation to its customer.
- 2.7.2 To terminate the contract or get any part of the work done through other agency or deploy BHEL's own/hired/otherwise arranged resources , at the risk and cost of the contractor after due notice of a period of two weeks by BHEL, in the event of:-
- i) Contractor's continued poor progress
 - ii) Withdrawal from or abandonment of the work before completion of the work
 - iii) Contractor's inability to progress the work for completion as stipulated in the contract
 - iv) Poor quality of work
 - v) Corrupt act of Contractor
 - vi) Insolvency of the Contractor
 - vii) Persistent disregard to the instructions of BHEL
 - viii) Assignment, transfer, sub-letting of contract without BHEL's written permission
 - ix) Non fulfillment of any contractual obligations
 - x) In the opinion of BHEL, the contractor is overloaded and is not in a position to execute the job as per required schedule

- 2.7.3 To meet the expenses including BHEL overheads on the differential cost at 5%, over and above the

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Liquidated damages/penalties arising out of "Risk & Cost" as explained above under Sl.No. 2.7.2. BHEL shall recover the amount from any money due from Contractor, or from any money due to the Contractor including Security Deposit, or by forfeiting any T&P or material of the contractor under this contract or any other contract of BHEL or by any other means or any combination thereof	
2.7.4	To terminate the contract or to restrict the quantum of work and pay for the portion of work executed in case BHEL's contract with their customer are terminated for any reason, as per mutual agreement.
2.7.5	To effect recovery from any amounts due to the contractor under this or any other contract or in any other form, the moneys BHEL is statutorily forced to pay to anybody, due to contractor's failure to fulfill any of his obligations. BHEL shall levy overheads of 5% on all such payments along with interest as defined elsewhere in the GCC.
2.7.6	While every endeavour will be made by BHEL to this end, they cannot guarantee uninterrupted work due to conditions beyond their control. The Contractor will not be normally entitled for any compensation/extra payment on this account unless otherwise specified elsewhere in the contract.
2.7.7	In case the execution of works comes to a complete halt or reaches a stage wherein worthwhile works cannot be executed and there is no possibility of commencement of work for a period of not less than two months, due to reasons not attributable to the contractor and other than Force Majeure conditions, BHEL may consider permitting the contractor to de mobilize forthwith and re mobilize at an agreed future date. Cost of such demobilization/remobilization shall be mutually agreed. ORC in such cases shall not be applicable for the period between the period of demobilization and re mobilisation. The duration of contract/time extension shall accordingly get modified suitably. In case of any conflict, BHEL decision in this regard shall be final and binding on the contractor.
2.7.8	In the unforeseen event of inordinate delay in receipt of materials, drawings, fronts, etc, due to which inordinate discontinuity of work is anticipated, BHEL at its discretion may consider contractor's request to short close the contract in following cases: - The balance works (including but not limited to Trial Operation, PG Test, etc) are minor vis a vis the scope of work envisaged as per the contract. - There has been no significant work in past 6 months OR no significant work is expected in next 6 months (example in Hydro projects or in projects where work has stopped due to reasons beyond the control of BHEL) - The balance works cannot be done within a reasonable period of time as they are dependent on unit shutdown or on other facilities of customer or any other reasons not attributable to the contractor At the point of requesting for short closure, contractor shall establish that he has completed all works possible of completion and he is not able to proceed with the balance works due to constraints beyond his control. In such a case, the estimated value of the unexecuted portion of work (or estimated value of services to be provided for carrying out milestone/stage payments like Trial Operation/PG Test, etc) as mutually agreed, shall however be reduced from the final contract value.
2.7.9	<u>LIQUIDATED DAMAGES/PENALTY</u> If the contractor fails to maintain the required progress of work which results in delay in the completion of the work as per the contractual completion period, BHEL shall have the right to impose Liquidated

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Damage/Penalty at the rate of 0. 5% of the contract value, per week of delay or part thereof subject to a maximum of 10% of the contract value. For this purpose, the period of delay shall be the delay attributable to the Contractor for the completion of work as per contract. Contract Value for this purpose, shall be the final executed value exclusive of ORC, Extra Works executed on Manday rate basis, Supplementary/Additional Items and PVC.	
2.8	RESPONSIBILITIES OF THE CONTRACTOR IN RESPECT OF LOCAL LAWS, EMPLOYMENT OF WORKERS ETC. The following are the responsibilities of the contractor in respect of observance of local laws, employment of personnel, payment of taxes etc. The subcontractor shall fully indemnify BHEL against any claims of whatsoever nature arising due to the failure of the contractor in discharging any of his responsibilities hereunder: 2.8.1 As far as possible, Unskilled Workers shall be engaged from the local areas in which the work is being executed. 2.8.2 The contractor at all times during the continuance of this contract shall, in all his dealings with local labour for the time being employed on or in connection with the work, have due regard to all local festivals and religious and other customs. 2.8.3 The contractor shall comply with all applicable State and Central Laws, Statutory Rules, Regulations etc. such as Payment of Wages Act, Minimum Wages Act, Workmen Compensation Act, Employer's Liability Act, Industrial Disputes Act, Employers Provident Act, Employees State Insurance Scheme, Contract Labour (Regulation and Abolition) Act 1970, Payment of Bonus & Gratuity Act and other Acts, Rules and Regulations for labour as may be enacted by the Government during the tenure of the Contract and having force or jurisdiction at Site. The Contractor shall also give to the local Governing Body, Police and other relevant Authorities all such notices as may be required by the Law. 2.8.4 The contractor shall obtain independent License under the Contract Labour (Regulations and Abolition Act, 1970) as required from the concerned Authorities based on the certificate (Form-V) issued by the Principal Employer/Customer 2.8.5 The contractor shall pay all taxes, fees, license charges, deposits, duties, tolls, royalties, commission or other charges which may be leviable on account of his operations in executing the contract. 2.8.6 While BHEL would pay the inspection fees and Registration fees of Boiler/Electrical Inspectorate, all other arrangements for site visits periodically by the Inspectorate to site, Inspection certificate etc. will have to be made by contractor. However, BHEL will not make any payment to the Inspectorate in connection with contractor's Welders/Electricians qualification tests etc. 2.8.7 Contractor shall be responsible for provision of Health and Sanitary arrangements (more particularly described in Contract Labour Regulation & Abolition Act), Safety precautions etc. as may be required for safe and satisfactory execution of contract. 2.8.8 The contractor shall be responsible for proper accommodation including adequate medical facilities for personnel employed by him.

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- 2.8.9 The contractor shall be responsible for the proper behavior and observance of all regulations by the staff employed by him.
- 2.8.10 The contractor shall ensure that no damage is caused to any person/property of other parties working at site. If any such damage is caused, it is responsibility of the contractor to make good the losses or compensate for the same.
- 2.8.11 All the properties/equipments/components of BHEL/their Client loaned with or without deposit to the contractor in connection with the contract shall remain properties of BHEL/their Client.
- 2.8.12 The contractor shall use such properties for the purpose of execution of this contract. All such properties/equipments/components shall be deemed to be in good condition when received by the contractor unless he notifies within 48 hours to the contrary. The contractor shall return them in good condition as and when required by BHEL/their Client. In case of non-return, loss, damage, repairs etc, the cost thereof as may be fixed by BHEL Engineer will be recovered from the contractor
- 2.8.13 In case the contractor is required to undertake any work outside the scope of this contract, the rates payable shall be those mutually agreed upon if the item rates are not mentioned in existing contract
- 2.8.14 Any delay in completion of works/or non achievement of periodical targets due to the reasons attributable to the contractor, the same may have to be compensated by the contractor either by increasing manpower and resources or by working extra hours and/or by working more than one shift. All these are to be carried out by the contractor at no extra cost.
- 2.8.15 The contractor shall arrange, coordinate his work in such a manner as to cause no hindrance to other agencies working in the same premises.
- 2.8.16 All safety rules and codes applied by the Client/BHEL at site shall be observed by the contractor without exception. The contractor shall be responsible for the safety of the equipment/material and works to be performed by him and shall maintain all light, fencing guards, slings etc. or other protection necessary for the purpose. Contractor shall also take such additional precautions as may be indicated from time to time by the Engineer with a view to prevent pilferage, accidents, fire hazards. Due precautions shall be taken against fire hazards and atmospheric conditions. Suitable number of Clerical staff, watch and ward, store keepers to take care of equipment/materials and construction tools and tackles shall be posted at site by the contractor till the completion of work under this contract.
- The contractor shall arrange for such safety devices as are necessary for such type of work and carry out the requisite site tests of handling equipment, lifting tools, tackles etc. as per prescribed standards and practices.
- Contractor has to ensure the implementation of Health, Safety and Environment (HSE) requirements as per directions given by BHEL/Customer. The contractor has to assist in HSE audit by BHEL/Customer and submit compliance Report. The contractor has to generate and submit record/reports as per HSE plan/activities as per instruction of BHEL/Customer
- 2.8.17 The contractor will be directly responsible for payment of wages to his workmen. A pay roll sheet giving all the payments given to the workers and duly signed by the contractor's representative should be furnished to BHEL site for record purpose, if so called for.

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- 2.8.18 In case of any class of work for which there is no such specification as laid down in the contract, such work shall be carried out in accordance with the instructions and requirements of the Engineer.
- 2.8.19 Also, no idle charges will be admissible in the event of any stoppage caused in the work resulting in contractor's labour and Tools & Plants being rendered idle due to any reason at any time.
- 2.8.20 The contractor shall take all reasonable care to protect the materials and work till such time the plant/equipment has been taken over by BHEL or their Client whichever is earlier.
- 2.8.21 The contractor shall not stop the work or abandon the site for whatsoever reason of dispute, excepting force majeure conditions. All such problems/disputes shall be separately discussed and settled without affecting the progress of work. Such stoppage or abandonment shall be treated as breach of contract and dealt with accordingly
- 2.8.22 The contractor shall keep the area of work clean and shall remove the debris etc. while executing day-to-day work. Upon completion of work, the contractor shall remove from the vicinity of work, all scrap, packing materials, rubbish, unused and other materials and deposit them in places specified by the Engineer. The contractor will also demolish all the hutments, sheds, offices, etc. constructed and used by him and shall clean the debris. In the event of his failure to do so, the same will be arranged to be done by the Engineer and the expenses recovered from the contractor.
- 2.8.23 The contractor shall execute the work in the most substantial and workman like manner in the stipulated time. Accuracy of work and timely execution shall be the essence of this contract. The contractor shall be responsible to ensure that the quality, assembly and workmanship conform to the dimensions and clearance given in the drawings and/ or as per the instructions of the Engineer.
- 2.8.24 The Contractor to note that some of BHEL's T&Ps/MMDs may not be insured. The Contractor will take necessary precautions and due care to protect the same while in his custody from any damage/ loss till the same is handed over back to BHEL. In case the damage / loss is due to carelessness/ negligence on the part of the contractor, the Contractor is liable to get them repair/ replaced immediately and in case of his failure to do so within a reasonable time, BHEL will reserve the right to recover the loss from the contractor.

2.9 PROGRESS MONITORING, MONTHLY REVIEW AND PERFORMANCE EVALUATION

- 2.9.1 A detailed plan/programme for completion of the contractual scope of work as per the time schedule given in the contract shall be jointly agreed between BHEL and Contractor, before commencement of work. The above programme shall be supported by monthwise deployment of resources viz Manpower, T&P, Consumables, etc. Progress will be reviewed periodically (Daily/Weekly/Monthly) vis a vis this jointly agreed programme. The Contractor shall submit periodical progress reports (Daily/Weekly/Monthly) and other reports/information including manpower, consumables, T&P mobilization etc as desired by BHEL.
- 2.9.2 Monthly progress review between BHEL and Contractor shall be based on the agreed programme as above, availability of inputs/fronts etc, and constraints if any, as per prescribed formats. Manpower, T&P and consumable reports as per prescribed formats shall be submitted by contractor every month. Release of RA Bills shall be contingent upon certification by BHEL Site Engineer of the availability of the above prescribed formats duly filled in and signed.

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2.9.3	The burden of proof that the causes leading to any shortfall is not due to any reasons attributable to the contractor is on the contractor himself. The monthly progress review shall record shortfalls attributable to (i) Contractor, (ii) Force Majeure Conditions, and (iii) BHEL
2.9.4	Performance of the Contractor shall be assessed as per prescribed formats and shall form the basis for 'Annual/Overall Performance Evaluation' of the Contractor and also for 'Assessment of Capacity of Bidder' for Tenders where the Contractor is a bidder. BHEL reserves the right to revise the evaluation formats during the course of execution of the works
2.10	TIME OF COMPLETION
2.10.1	The time schedule shall be as prescribed in the Contract. The time for completion shall be reckoned from the date of commencement of work at Site as certified by BHEL Engineers
2.10.2	The entire work shall be completed by the contractor within the time schedule or within such extended periods of time as may be allowed by BHEL under clause 2.11
2.11	EXTENSION OF TIME FOR COMPLETION
2.11.1	If the completion of work as detailed in the scope of work gets delayed beyond the contract period, the contractor shall request for an extension of the contract and BHEL at its discretion may extend the Contract.
2.11.2	Based on the monthly reviews jointly signed, the works balance at the end of original contract period less the backlog attributable to the contractor shall be quantified, and the number of months of 'Time extension' required for completion of the same shall be jointly worked out. Within this period of 'Time extension', the contractor is bound to complete the portion of backlog attributable to the contractor. Any further 'Time extension' or 'Time extensions' at the end of the previous extension shall be worked out similarly.
2.11.3	However if any 'Time extension' is granted to the contractor to facilitate continuation of work and completion of contract, due to backlog attributable to the contractor alone, then it shall be without prejudice to the rights of BHEL to impose penalty/LD for the delays attributable to the contractor, in addition to any other actions BHEL may wish to take at the risk and cost of contractor.
2.11.4	A joint programme shall be drawn for the balance amount of work to be completed during the period of 'Time Extension', along with matching resources (with weightages) to be deployed by the contractor as per specified format. Review of the programme and record of shortfall shall be done every month of the 'Time extension' period in the same manner as is done for the regular contract period.
2.11.5	During the period of 'Time extension', contractor shall maintain their resources as per mutually agreed program
2.11.6	At the end of total work completion as certified by BHEL Engineer, and upon analysis of the total delay, the portion of time extensions attributable to (i) Contractor, (ii) Force majeure conditions, and (iii) BHEL, shall be worked out and shall be considered to be exhausted in the same order. The total period of time extensions shall be the sum of (i), (ii) and (iii) above and shall be equal to period between the scheduled date of completion and the actual date of completion of contract. LD shall be imposed/levied for the portion of time extensions attributable to contractor and recoverable from the dues payable to

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the contractor.	
2.12	OVERRUN COMPENSATION NA
2.13	INTEREST BEARING RECOVERABLE ADVANCES NA
2.14	QUANTITY VARIATION 2.14.1 The quoted rates shall remain firm irrespective of any variations in the individual quantities. No compensation becomes payable in case the variation of the final executed contract value is within the limits of Plus (+) or Minus (-) 15% of awarded contract value 2.14.2 Compensation due to variation of final executed value in excess of the limits defined in clause above, shall be as follows: i) In case the finally executed contract value reduces below the lower limit of Contract Value due to quantity variation specified above, the contractor will be eligible for compensation @ 15% of the difference between the lower limit of the contract value and the actual executed value. ii) In case the finally executed contract value increases above the upper limit of Contract Value due to quantity variation specified above, there will be no revision in the rates within the contract period.
2.15	EXTRA WORKS : NA
2.16	SUPPLEMENTARY ITEMS 2.16.1 For NON Civil Works Supplementary items are items/works required for completion of entire work but not specified in the scope of work. Subject to certification of such items/works as supplementary items by BHEL Engineer, rates shall be derived on the basis of any one of the following on mutual agreement: i) Based on percentage breakup/rates indicated for similar/nearby items ii) In case (i) above does not exist, then BHEL/site may derive the percentage breakup/rates to suit the type of work 2.16.2 For Civil Works i) <u>Rates for Supplementary Works/Additional Works arising out due to additions/alterations in the original scope of works as per contract subject to certification of BHEL Engineer shall be worked out as under:</u> a) Item rates which are available in existing BOQ (Rate Schedule) shall be operated with applicable escalation derived from All India Consumer Price Index for Whole Sale Commodities b) Items of works which are not available in existing BOQ shall be operated as an 'Extra Works' and rate shall be derived as per clause no 2.15.7 ii) Execution of Supplementary Works/Additional Works through the Contractor shall be at the sole discretion of BHEL, and shall be considered as part of executed contract value for the purpose of Quantity Variation as per clause 2.14 iii) BHEL Engineer's decision regarding fixing the rate as above is final and binding on the contractor. iv) PVC and ORC will not be applicable for (i) above.

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2.17 PRICE VARIATION COMPENSATION : NA

2.18 INSURANCE

- 2.18.1 BHEL/their customer shall arrange for insuring the materials/properties of BHEL/customer covering the risks during transit, storage, erection and commissioning.
- 2.18.2 It is the sole responsibility of the contractor to insure his materials, equipments, workmen, etc. against accidents and injury while at work and to pay compensation, if any, to workmen as per Workmen's compensation Act. The work will be carried out in a protected area and all the rules and regulations of the client /BHEL in the area of project which are in force from time to time will have to be followed by the contractor.
- 2.18.3 If due to negligence and or non-observation of safety and other precautions by the contractors, any accident/injury occurs to the property / manpower belong to third party, the contractor shall have to pay necessary compensation and other expense, if so decided by the appropriate authorities.
- 2.18.4 The contractor will take necessary precautions and due care to protect the material, while in his custody from any damage/ loss due to theft or otherwise till the same is taken over by BHEL or customer. For lodging / processing of insurance claim the contractor will submit necessary documents. BHEL will recover the loss including the deductible franchise from the contractor, in case the damage / loss is due to carelessness / negligence on the part of the contractor. In case of any theft of material under contractor's custody , matter shall be reported to police by the contractor immediately and copy of FIR and subsequently police investigation report shall be submitted to BHEL for taking up with insurance. However this will not relieve the contractor of his contractual obligation for the material in his custody.

2.19 STRIKES & LOCKOUT

- 2.19.1 The contractor will be fully responsible for all disputes and other issues connected with his labour. In the event of the contractor's labour resorting to strike or the Contractor resorting to lockout and if the strike or lockout declared is not settled within a period of one month, BHEL shall have the right to get the work executed through any other agencies and the cost so incurred by BHEL shall be deducted from the Contractor's bills.
- 2.19.2 For all purposes whatsoever, the employees of the contractor shall not be deemed to be in the employment of BHEL

2.20 FORCE MAJEURE

The following shall amount to Force Majeure:-

- 2.20.1 Acts of God, act of any Government, War, Sabotage, Riots, Civil commotion, Police action, Revolution, Flood, Fire, Cyclones, Earth quake and Epidemic and other similar causes over which the contractor has no control.
- 2.20.2 If the contractor suffers delay in the due execution of the contractual obligation due to delays caused by force majeure as defined above, the agreed time of completion of the job covered by this contract or the

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obligations of the contractor shall be extended by a period of time equal to period of delay, provided that on the occurrence of any such contingency, the contractor immediately reports to BHEL in writing the causes of delay and the contractor shall not be eligible for any compensation.

2.21 ARBITRATION & CONCILIATION

2.21.1 ARBITRATION :

Except as provided elsewhere in this Contract, in case Parties are unable to reach amicable settlement (whether by Conciliation to be conducted as provided in Clause 19.2 herein below or otherwise) in respect of any dispute or difference; arising out of the formation, breach, termination, validity or execution of the Contract; or, the respective rights and liabilities of the Parties; or, in relation to interpretation of any provision of the Contract; or, in any manner touching upon the Contract (hereinafter referred to as the 'Dispute'), then, either Party may, commence arbitration in respect of such Dispute by issuance of a notice in terms of section 21 of the Arbitration & Conciliation Act, 1996 (hereinafter referred to as the 'Notice'). The Notice shall contain the particulars of all claims to be referred to arbitration in sufficient detail and shall also indicate the monetary amount of such claim. The arbitration shall be conducted by a sole arbitrator to be appointed by the Head of the BHEL Power Sector Region issuing the Contract within 60 days of receipt of the complete Notice. The language of arbitration shall be English.

The Arbitrator shall pass a reasoned award.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder as in force from time to time shall apply to the arbitration proceedings under this clause. The seat of arbitration shall be Kolkata (the place from where the contract is Issued). The Contract shall be governed by and be construed as per provisions of the laws of India. Subject to this provision 19.1.1 regarding ARBITRATION, the principal civil court exercising ordinary civil jurisdiction over the area where the seat of arbitration is located shall have exclusive jurisdiction over any DISPUTE to the exclusion of any other court.

In case of Contract with Public Sector Enterprise (PSE) or a Government Department, the following shall be applicable:

In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/ Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through AMRCD (Administrative Mechanism for Resolution of CPSEs Disputes) as mentioned in DPE OM No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22-05-2018 as amended from time to time.

The cost of arbitration shall initially be borne equally by the Parties subject to the final allocation thereof as per the award/order passed by the Arbitrator.

Notwithstanding the existence of any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of its obligations under this Contract with due diligence and expedition in a professional manner unless the dispute inter-alia relates to cancellation, termination or short-closure of the Contract by BHEL.

2.21.2 CONCILIATION:

If at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation effect, interpretation or breach of the agreement, contract), which the Parties are unable to settle mutually, arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee (IEC) to be appointed by competent authority of BHEL from the BHEL Panel of Conciliators.

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Notes:

- a. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators.
- b. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to both the parties from outside the BHEL Panel of Conciliators.
- ii. The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration and Conciliation Act 1996 or any statutory modification thereof and as provided in Procedure 2.3 to this GCC (as available in www.bhel.com). The Procedure 2.3 together with its Formats (as available in www.bhel.com) will be treated as if the same is part and parcel hereof and shall be as effectual as if set out herein in this GCC.
- iii. The Contractor hereby agrees that BHEL may make any amendments or modifications to the provisions stipulated in the Procedure 2.3 (as available in www.bhel.com) to this GCC from time to time and confirms that it shall be bound by such amended or modified provisions of the Procedure 2.3 (as available in www.bhel.com) with effect from the date as intimated by BHEL to it.
- iv. No Interest payable to Contractor
- v. Notwithstanding anything to the contrary contained in any other document comprising in the Contract, no interest shall be payable by BHEL to Contractor on any moneys or balances including but not limited to the Security Deposit, EMD, Retention Money, RA Bills or the Final Bill, or any amount withheld and/or appropriated by BHEL etc., which becomes or as the case may be, is adjudged to be due from BHEL to Contractor whether under the Contract or otherwise.

2.22 RETENTION AMOUNT

2.22.1 Retention Amount shall be 5% of executed contract value and shall be recovered at the rate of 5% from each Running Bill admitted, including PVC Bills.

2.22.2 Refund of Retention Amount shall be as follows:

- i) 50% of retention amount along with 'Final Bill'
- ii) Balance 50% of retention amount shall be retained towards 'Performance Guarantee for Workmanship' and shall become refundable after expiry of Guarantee period, provided all the defects noticed during the guarantee period have been rectified to the satisfaction of BHEL Site Engineer/BHEL Construction Manager, and after deducting all expenses/other amounts due to BHEL under the contract/other contracts entered into by BHEL with them. This portion of the retention amount can be released on commencement of the Guarantee period, on submission of equivalent Bank Guarantee.

2.23 PAYMENTS

Payments to Contractors are made in any one of the following forms

2.23.1 Running Account Bills (RA Bills)

- i) These are for interim payments when the contracts are in progress. The bills for such interim payments are to be prepared by Contractor in prescribed formats (RA Bill forms).
- ii) Payments shall be made according to the extent of work done as per measurements taken up to the end of the calendar month and in line with the terms of payments described in the Tender documents
- iii) Recoveries on account of electricity, water, statutory deductions, etc are made as per terms of contract
- iv) Full rates for the work done shall be allowed only if the quantum of work has been done as per the specifications stipulated in the contract. If the work is not executed as per the stipulated

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	specifications, BHEL may ask the contractor to re do the work according to the required specifications, without any extra cost. However, where this is not considered necessary 'OR' where the part work is done due to factors like non-availability of material to be supplied by BHEL 'OR' non availability of fronts 'OR' non availability of drawings, fraction payment against full rate, as is considered reasonable, may be allowed with due regard for the work remaining to be done. BHEL decision in this regard will be final and binding on the contractor. v) In order to facilitate part payment, BHEL Site Engineer at his discretion may further split the contracted rates/percentages to suit site conditions, cash flow requirements according to the progress of work
2.23.2 Final Bill	Final Bill' is used for final payment on closing of Running Account for works or for single payment after completion of works. 'Final Bill' shall be submitted as per prescribed format after completion of works as per scope and upon material reconciliation, along with the following. i) 'No Claim Certificate' by contractor ii) Clearance certificates where ever applicable viz Clearance Certificates from Customer, various Statutory Authorities like Labour department, PF Authorities, Commercial Tax Department, etc iii) Indemnity bond as per prescribed format BHEL shall settle the final bills after deducting all liabilities of Contractor to BHEL
2.24 2.24.1 2.24.2	PERFORMANCE GUARANTEE FOR WORKMANSHIP Even though the work will be carried out under the supervision of BHEL Engineers the Contractor will be responsible for the quality of the workmanship and shall guarantee the work done for a period of twelve months from the date of commencement of guarantee period as defined in Special Conditions of Contract, for good workmanship and shall rectify free of cost all defects due to faulty erection detected during the guarantee period. In the event of the Contractor failing to repair the defective works within the time specified by the Engineer, BHEL may proceed to undertake the repairs of such defective works at the Contractor's risk and cost, without prejudice to any other rights and recover the same from the Guarantee money. BHEL shall release the guarantee money subject to the following i) Contractor has submitted 'Final Bill' ii) Guarantee period as per contract has expired iii) Contractor has furnished 'No Claim Certificate' in specified format iv) BHEL Site Engineer/Construction Manager has furnished the 'No Demand Certificate' in specified format v) Contractor has carried out the works required to be carried out by him during the period of Guarantee and all expenses incurred by BHEL on carrying out such works is included for adjustment from the Guarantee money refundable.
2.25	CLOSING OF CONTRACTS The Contract shall be considered completed and closed upon completion of all contractual obligations and settlement of Final Bill or completion of Guarantee period whichever is later. Upon closing of Contract, BHEL shall issue a completion certificate as per standard format, based on specific request of Contractor.
2.26	REVERSE AUCTION: BHEL reserves the right to go for Reverse Auction for Price Bid Opening by BHEL appointed service provider, instead of opening the submitted sealed price bid in the conventional way. The Business Rules for Reverse Auction shall be as per BHEL guidelines issued from time to time.

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2.27 SUSPENSION OF BUSINESS DEALINGS

BHEL reserves the right to take action against Contractors who either fail to perform or Tenderers/Contractor who indulge in malpractices, by suspending business dealings with them in line with BHEL guidelines issued from time to time.

2.28 OTHER ISSUES

- 2.28.1 Value of Non judicial Stamp Paper for Bank Guarantees and for Contract Agreement shall be not less than Rs 100/- unless otherwise required under relevant statutes.
- 2.28.2 In case of any conflict between the General Conditions of Contract and Special Conditions of Contract, provisions contained in the Special Conditions of Contract shall prevail.
- 2.28.3 Unless otherwise specified in NIT, offers from consortium/JVs shall not be considered.
- 2.28.4 BHEL may not insist for signing of Contract Agreements in respect of low value and short time period contracts like providing services for Hot water flushing, Chemical Cleaning, Transportation, etc

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SPECIAL CONDITIONS OF CONTRACT (SCC)

Chapter - I : General Intent of Specifications

1.0	INTENT OF THE SPECIFICATION
1.1	The intent of this erection specification is to provide services for execution of the project according to most modern and proven techniques and codes. The omission of specific reference to any method, equipment or material necessary for the proper and efficient services towards installation of the plant shall not relieve the contractor of the responsibility of providing such services / facilities to complete the work or portion of work awarded to him. The quoted / accepted rates / price shall deem to be inclusive of all such contingencies.
1.2	The work shall conform to dimensions and tolerances given in various drawings and documents that will be provided during erection. If any portion of works is found to be defective in workmanship and not conforming to drawings / documents or other stipulations, the contractor shall dismantle and re-do the work duly replacing the defective materials at their own cost, failing which recoveries, as determined by BHEL, shall be effected from contractor's bills.
1.3	It is not the intent of this specification to specify herein all the details of erection and commissioning. However, the system shall conform in all respects to high standards of quality and workmanship for performing the required duties in a manner acceptable to purchaser who will interpret the meaning of drawings and specifications and shall be entitled to reject any work or material, which in his judgments is not in full accordance herewith.
1.4	The omission of specific reference to any fabrication / erection or other method, equipment or material necessary for proper and efficient working of the plant shall not relieve the tenderer of the responsibility of providing such facilities to complete the work at quoted rates. Any mismatch/ defect found due to mistake in fabrication / erection shall have to be rectified by the vendor free of cost. Inspection by BHEL/Customer does not relieve vendor of his responsibility of executing quality erection.
1.5	The work covered under this specification is of highly sophisticated nature, requiring the best quality workmanship, supervision, engineering and construction management. The contractor should ensure proper planning and successful and timely completion of the work to meet the overall project schedule. The contractor must deploy adequate quantity of tools & plants, modern / latest construction aids etc. He must also deploy adequate trained, qualified and experienced supervisory staff and skilled personnel.

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Chapter - I : General Intent of Specifications

1.6	Contractor shall erect and commission all the equipments and auxiliaries as per the sequence & methodology prescribed by BHEL depending upon the technical requirements. Availability of materials and fronts will decide this. BHEL Engineer's decision regarding correctness of the work and method of working shall be final and binding on the contractor. No claims for extra payment from the contractor will be entertained on the ground of deviation from the methods / sequence adopted in erection of similar sets elsewhere.
1.7	Following shall be the minimum responsibility of contractor and have to be provided within finally accepted rates / prices:
1.7.1	Provision as required of all types of labour, supervisors, engineers, watch and ward, tools & tackles, calibrated MMEs (Monitoring and Measuring Equipment) as specified and otherwise required for the work, consumables for erection, testing and commissioning including material handling
1.7.2	Achieving Proper out-turn / Turn-over as per BHEL plan and commitment.
1.7.3	Completion of work as per BHEL Schedule
1.7.4	Good quality and accurate workmanship for proper performance of the equipment
1.7.5	Repair and rectification
1.7.6	Preservation / Re-conservation of all components during storage / erection / commissioning till handing over.

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Chapter - II : General Services to be rendered by the Bidder

2.0	GENERAL SERVICES TO BE RENDERED BY THE BIDDER
2.1	Services for construction, fabrication, equipment erection testing as well as trial run & commissioning of various equipment and accessories under the contract shall include but not be limited to the following:
2.2	Issuing materials from store/open yard from time to time for erection as per the construction programme. The Contractor shall be the custodian of all the materials issued till the plant/equipment is officially taken over by the owner / BHEL after complete erection any successful trial run & commissioning.
2.3	Transport of material to their respective places of erection and erection of the complete plant & equipment as supplied under this specification.
2.4	Trial run and commissioning of individual equipment / sub-systems to the satisfaction of Owner/BHEL.
2.5	Deployment of all skilled and unskilled manpower required for erection, supervision of erection, watch & ward, commissioning and other services to be rendered under this specification.
2.6	Deployment of all erection tools & tackle, construction machinery, transportation vehicles and all other implements in adequate number and size, appropriate for the erection work to be handled under scope of this specification except otherwise specified.
2.7	Supply of all consumables, eg welding electrodes, cleaning agents, diesel oil, lubricant etc as well as materials required for temporary supports, scaffolding etc as necessary for such erection work, unless specified other wise.
2.8	Providing support services for the contractor's erection staff eg construction of site offices, temporary stores, residential accommodation and transport to work site for erection personnel, watch and ward for security and safety of the materials under the Contractor's custody etc. as required.
2.9	Maintaining proper documentation of all the site activities undertaken by the Contractor as per the proforma mutually agreed with BHEL, Submission of monthly progress reports and any such document as and when desired by BHEL/owner, taking approval of all statutory authorities i.e Boiler Inspector, Factory Inspector, Inspector of Explosives etc , as applicable for respective portions of work fall under the jurisdiction of such statutes of laws.
2.10	Any other service, although not specifically called for but required for a contract of

SPECIAL CONDITIONS OF CONTRACT (SCC)

Chapter - III : General Technical Requirements (Codes and Standards)

	the size and nature indicated in the specification.
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3.0	GENERAL TECHNICAL REQUIREMENTS (CODES AND STANDARDS)
3.1	Except where otherwise specified, the plant/equipment shall comply with the appropriate Indian Standard or an agreed internationally accepted Standard Specification as mentioned elsewhere in contract specifications, each incorporating the latest revisions at the time of tendering. Where no internationally accepted standard is applicable, the Bidder shall give all particulars and details as necessary, to enable BHEL to identify all of the plant/equipment in the same detail as would be possible had there been a Standard Specification.
3.2	Where the Bidder proposes alternative codes or standards he shall include in his tender one copy (in English) of each Standard Specification to which materials offered shall comply. In such case, the adopted alternative standard shall be equivalent or superior to the standards mentioned in the specification.
3.3	In the event of any conflict between the codes and standards referred above, and the requirements of this specification, the requirements which are more stringent shall govern.
3.4	Tools used during erection and commissioning shall not be accepted except with the specific approval of the Engineer.

SPECIAL CONDITIONS OF CONTRACT (SCC)

Chapter - IV : Obligations of Contractor

4.0	OBLIGATIONS OF CONTRACTOR
4.1	CONSUMABLES & OTHER ITEMS
4.1.1	The contractor shall provide within finally accepted price / rates, all consumables (excepting those indicated in BHEL scope) like welding electrodes (including alloy steel and stainless steel), filler wires, TIG filler wires (over & above as supplied by the unit along with the plant materials, which will be given free of cost to bidder), gases (inert, welding, cutting), soldering material, dye penetrants, radiography films, etc. Other erection consumables such as tapes, jointing compound, grease, mobile oil, M-seal, Araldite, petrol, CTC / other cleaning agents, grinding and cutting wheels are to be provided by the contractor. Steel, packers, shims, wooden planks, scaffolding materials hardware items etc required for temporary works such as supports, scaffoldings are to be arranged by the contractor. Sealing compounds, gaskets, gland packing, wooden/concrete sleepers, for temporary work, required for completion of work except those which are specifically supplied by manufacturing unit are also to be arranged by the contractor.
4.1.2	All the shims, gaskets and packing, which go finally as part of plant equipment, shall be supplied by BHEL free of cost.
4.1.3	It shall be the responsibility of the contractor to plan the activities and store sufficient quantity of consumables. Non-availability of any consumable materials or equivalent suggested by BHEL cannot be considered as reason for not attaining the required progress or for additional claim.
4.1.4	<u>TIG Filler wire for Boiler and Filler wires for Electrodes for P91/T91 piping:</u> These shall be supplied by BHEL free of cost as supplied by BHEL Manufacturing Units as part of regular supply. Required quantity as arrived at by calculation / standards will only be supplied. It would be the contractors' responsibility to account for the consumption of these filler wires. Additional consumption beyond standard / calculated quantity will be at cost recovery basis only unless and otherwise accounted for. Surplus quantity of TIG filler wire, if any, shall be properly stored and returned to BHEL stores.
4.1.5	It shall be the responsibility of the contractor to obtain prior approval of BHEL, regarding suppliers, type of electrodes etc before procurement of welding electrodes. On receipt of electrodes at site these shall be subjected to inspection and approval by BHEL. The contractor shall inform BHEL details regarding type of electrodes, batch number, date of expiry etc and produce test certificate for each lot / batch with correlation of batch / lot number with respective test certificate. No electrode without a valid test certificate will to be used.
4.1.6	BHEL reserves the right to reject the use of any consumable including electrodes, gases,

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Chapter - IV : Obligations of Contractor

	lubricants / special consumables if it is not found to be of the required standard / make / purity or when shelf life has expired. Contractor shall ensure display of shelf life on consumable wherever required and records maintained.
4.1.7	Storage of all consumables including welding electrodes shall be done as per requirement / instruction of the Engineer by the contractor at his cost.
4.1.8	In case of improper arrangement for procurement of any consumable, BHEL reserves the right to procure the same from any source and recover the cost from the Contractor's first subsequent bill at market value plus the departmental charges of BHEL from time to time. Postponement of such recovery is normally not permitted. The decision of Engineer in this regard shall be final and binding on the Contractor.
4.1.9	All lubricants and chemicals required for pre-commissioning, commissioning, testing, preservation and lubricants for trial runs of the equipment shall be supplied by BHEL / BHEL's client. All services including labour and T&P will be provided by the contractor for handling, filling, emptying, refilling etc. The consumption of lubricants / chemicals shall be properly accounted for. Surplus material if any shall be properly stacked/tagged and returned to BHEL/ CUSTOMER stores at no extra cost to BHEL. BHEL reserves the right to recover costs for wastage by the contractor.
4.1.10	Transportation of oil drums, from stores, filling of oil for flushing, first filling, subsequent changeover if any, topping/making up till the unit is fully commissioned and handed over to customer is included in scope of this contract. The contractor shall have to return all the empty drums to BHEL / BHEL's client store at no extra cost. Any loss / damage to above drums shall be to contractor's account.
4.1.11	All charges on account of Octroi, terminal or sales tax and other duties on materials obtained from any source for carrying out the works in the scope of the contractor shall be borne by the contractor.
4.2	TOOLS AND PLANTS / MONITORING AND MEASURING EQUIPMENT (MMEs)
4.2.1	T&Ps and MMEs to be provided by Contractor
4.2.1.1	All T&Ps and MMEs excepting those specifically indicated in BHEL scope are to be provided by the Contractor. Contractor has to make his own arrangement at his cost for completing the formalities (including arrangement of Road permits, if any) if required with Sales Tax/VAT authorities, for bringing their materials, plants and equipments at site for the execution of work under this contract.
4.2.1.2	All suitable cranes, lifting and transport equipments for material handling at stores/yard/siding of BHEL/Customer are included in scope. BHEL's cranes will not be

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Chapter - IV : Obligations of Contractor

	available for this purpose unless otherwise specifically permitted as per contract conditions
4.2.1.3	All T&Ps to be deployed by the contractor shall have the approval of BHEL Engineer with regard to brand, quality and specification.
4.2.1.4	Indicative list of Major T&Ps in the scope of Contractor are given in the Technical Conditions of Contract. Bidders to note that these are only indicative and as such all other T&P necessary for timely and satisfactory completion of work in scope shall be mobilized by Contractor
4.2.1.5	Timely deployment of adequate T&Ps is the responsibility of the contractor. The contractor shall be prepared to augment the T&P at short notice to match the planned programme and to achieve the milestones.
4.2.1.6	Contractor shall maintain and operate his tools and plants in such a way that major breakdowns are avoided. In the event of major breakdown, contractor shall make alternative arrangements expeditiously so that the progress of work is not hampered.
4.2.1.7	In the event of contractor failing to arrange the required tools, plants, machinery, equipment, material or non-availability of the same owing to breakdown, BHEL will make alternative arrangement at the risk and cost of the contractor. Decision of BHEL shall be final and binding on the contractor
4.2.1.8	The T&P to be arranged by the contractor shall be in proper working condition and their operation shall not lead to unsafe condition. The movements of cranes, and other equipment should be such that no damage / breakage occurs to foundations, other equipments, material, property and men. All arrangements for the movement of the T&P etc shall be the contractor's responsibility.
4.2.1.9	Use of welding generators/ rectifiers only shall be permitted for welding. Use of welding transformers will be subject to specific approval of BHEL engineer.
4.2.1.10	The contractor at his cost shall carry out periodical testing of his construction equipments. Test certificates shall be furnished to BHEL.
4.2.1.11	Contractor shall ensure deployment of serviced and healthy T&Ps including cranes, lifting tackles, wire ropes, manila ropes, winches and slings etc. History card and maintenance records for major T&Ps will be maintained by the contractor and will be made available to BHEL Engineer for inspection as and when required. Fitness certificate / Test Certificates of T&P shall have to be submitted before it is put in use. Identification for such T&Ps will be done as per BHEL Engineer's advice. BHEL reserves the right to permit only new slings up to 20 mm and lifting tackles up to 3 MT capacities.

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Chapter - IV : Obligations of Contractor

4.2.1.12	Contractor shall ensure deployment of reliable and calibrated MMEs (Inspection measuring and Monitoring equipment). The MMEs shall have test / calibration certificates from authorized / Government approved / accredited agencies traceable to National / International standards. Each MME shall have a label indicating calibration status i.e. date of calibration, calibration agency and due date for calibration. A list of such instruments deployed by contractor at site with its calibration status is to be submitted to BHEL Engineer for control.
4.2.1.13	Re-testing / re-calibration shall also be arranged at regular intervals during the period of use as advised by BHEL Engineer within the contract price. The contractor will also have alternate arrangements for such MME so that work does not suffer when the particular instrument is sent for calibration. If any MMEs not found fit for use, BHEL shall have the right to stop the use of such item. It will be necessary for the contractor to deploy proper item. Any readings taken by the defective instrument will be recalled and repeat the readings taken by that instrument with a proper one. In case he fails to do so, BHEL may deploy MMEs and retake the readings at contractor's cost.
4.2.1.14	BHEL shall have lien on all T&P, MMEs and other equipment of the contractor brought to the site for the purpose of erection, testing and commissioning. BHEL shall continue to hold the lien on all such items throughout the period of contract / extended period. The contractor and / or his sub-contractors, without the prior written approval of the Engineer, shall remove no material brought to the site.
4.2.1.15	The month wise T&P deployment plan to execute the work is to be submitted as per relevant format as per the instruction of BHEL. It shall be the contractor's responsibility to deploy the required T&P, for timely and successful completion of the job, to any extent.
4.2.2	Obligations in respect of T&Ps and MMEs provided by BHEL
4.2.2.1	T&P / MMEs being provided by BHEL to sub-contractor free of hire charges shall be shared by other subcontractors working for BHEL at site and the allotment done by BHEL Engineer shall be final and binding.
4.2.2.2	BHEL T&P will be issued in basic assembled condition. Additional loose components / sub-assemblies / attachments as and when necessary, will be issued by BHEL. Assembly of such additional loose components/sub-assemblies/ attachments is in contractor's scope.
4.2.2.3	In case of non-availability of the T&Ps to be provided by BHEL due to breakdown, major overhauls, distribution pattern or any other reason, the contractor shall plan / amend / alter his activities to meet erection / commissioning targets in consultation with BHEL.
4.2.2.4	void

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Chapter - IV : Obligations of Contractor

4.2.2.5	The contractor shall engage trained and experienced operators for the operation of BHEL's T&Ps. Their skill / performance will be checked by BHEL Engineer before they are allowed to operate the same. However checking of skills by BHEL does not absolve the contractor of his responsibilities for proper and safe handling of equipment, consistent good performance of operators and regular performance evaluation of operators.
4.2.2.6	The day to day operation and maintenance of BHEL's T&Ps (Other than cranes) shall be carried out by contractor as per manufacturer's / BHEL's maintenance schedule at his cost. The contractor shall arrange, at his own cost, trained operators, fuel and other consumables for their operation. BHEL shall arrange all spares needed for upkeep of major T&Ps provided like Huck Bolting Machine*, DG Set, Induction Machine and Hydraulic Test pumps. The contractor has to arrange for fixing of the spares; supervision in specialized cases will be provided by BHEL. For upkeep of all other T&Ps supplied by BHEL, spares shall be arranged by the Contractor. BHEL supplied T&Ps shall be maintained in good working condition during the entire period of use. T&Ps in defective / damaged condition shall be rectified promptly to the full satisfaction of BHEL engineer. Contractor shall maintain records for maintenance of major T&Ps. These shall be made available for Inspection whenever required. In case of any lapses on the part of the contractor, BHEL at its own discretion shall get the servicing / repair of equipment done at the risk and cost of the contractor along with BHEL overheads. Further, if there are breakdowns / damages due to negligence of the contractor, the complete service / repair charges and cost of all the spares damaged with BHEL overheads shall be recovered from contractor's RA bills. *: for operation and maintenance of ESP Huck bolting machine, BHEL shall provide the basic power rig and hose. Balance toolings ie Guns, chuck jaws etc are to be arranged by contractor.
4.2.2.7	void
4.2.2.8	Increasing / shortening of the crane boom to suit work requirements shall have to be arranged by the indenting contractor at his cost including restoration to a state as directed by BHEL. All necessary manpower tools, support, consumables, illumination etc. will have to be arranged by contractor at his cost. If required, contractor has to return the crane with original boom.

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Chapter - IV : Obligations of Contractor

4.2.2.9	The area and infrastructure development of the area to be carried out by the customer. However in construction projects of this magnitude it is possible that all the areas / approaches may not be ready. In such cases backfilling of approaches where ever necessary, consolidation of ground and arrangement of sleepers / sand bag filling etc for safe operation / movement of equipment including cranes / trailers etc shall be the responsibility of the contractor at his cost. No compensation on this account shall be payable.
4.2.2.10	In the event of contractor not using and maintaining BHEL T&Ps according to BHEL's instructions. BHEL will have the right to withdraw such item without any notice and no claim in this regard shall be entertained and contractor shall be responsible for delay in execution on this account.
4.2.2.11	The contractor shall furnish regular utilization report of the BHEL T&Ps, as per requirement of BHEL.
4.2.2.12	Any loss / damage to any part of BHEL T&Ps and MMEs shall be to the contractor's account and any expenditure on these accounts by BHEL will be recovered from the contractor's bill in case the contractor fails to make good the loss.
4.2.2.13	It shall be responsibility of the contractor to take delivery of T&Ps and MMEs from stores or place of use by other contractor at project site, transport the same to site and return the same to BHEL store / place as intimated by Engineer in project site in good working conditions after use.
4.2.2.14	The contractor shall return BHEL T&Ps and MMEs issued to him in good working condition as and when desired by BHEL (on completion or reduction of workload). If contractor delays return of T&P and MME, hire charges as applicable shall be levied by BHEL from time, it was requisitioned till the time of actual return. T&Ps and MMEs returned in damaged / unserviceable condition shall be got repaired by BHEL at its own discretion and entire cost of repair with BHEL overheads shall be recovered from the contractor.
4.2.2.15	Replacement cost including BHEL overheads in respect of irreparable / completely damaged / non return of T&Ps and MMEs shall be recovered from the contractor's running / final bills
4.2.2.16	Obligations in respect of Cranes provided by BHEL
a)	BHEL will make available the cranes (as per Technical Conditions of Contract) free of charge to the contractor on sharing basis mainly for the purposes enumerated/indicated therein. BHEL cranes have to be shared with other agencies / contractors of BHEL. The

SPECIAL CONDITIONS OF CONTRACT (SCC)

Chapter - IV : Obligations of Contractor

	allocation of cranes shall be the discretion of BHEL engineer, which shall be binding on the contractor.
b)	BHEL Cranes may be initially issued in basic assembled condition. Any alteration/addition like boom reduction / extension, assembly of components/sub-assemblies needed for modulating the capacity/reach/other features of cranes and restoration to the state as directed by BHEL shall be the contractor's responsibility.
c)	In case the BHEL cranes are not covered under AMC of BHEL, then the day-to-day upkeep and running maintenance like filling / topping up of lubricants, changing filters, etc including repair of self starter and dynamo of these cranes shall be the responsibility of the contractor. If on checking it is found that the same is not followed, BHEL will exercise its right to get the job/works done at the risk and cost of contractor. In case BHEL cranes are covered under AMC awarded by BHEL, then the day-to-day upkeep and running maintenance as described above are excluded from scope. However any additional helpers if any required during Preventive/Breakdown Maintenance, Assembly/disassembly shall be provided by contractor at no extra cost. BHEL may also provide cranes through crane hiring agencies in which case the day-to-day upkeep and running maintenance shall be excluded from scope of contractor.
d)	Minor consumables like cotton cloth, cotton waste, etc is to be supplied by Contractor. All spares and lubricants/grease is excluded from scope. Contractor to give the requirements of these items well in advance in case the cranes provided by BHEL are BHEL owned cranes.
e)	Unless otherwise specified, trained operators for BHEL owned cranes shall be provided by the contractor. These operators should possess valid license for heavy vehicle.
f)	BHEL cranes will be withdrawn for regular and capital maintenance as per the respective schedule of maintenance. As far as possible such schedules will be intimated to the contractor in advance and may be adjusted depending on the work requirements at site. However no claim whatsoever will be entertained on account of non-availability of cranes.
g)	Where the services of the cranes provided by BHEL are to be shared by other agencies/contractors of BHEL, the contractor's responsibilities defined above will also be apportioned accordingly to the beneficiary agency. Working arrangements in this regard will be done at site by BHEL engineer and in any case his decision shall be final and binding.
h)	Major breakdowns will be attended to by BHEL. However, in case of breakdowns or damages due to negligence of the contractor, the complete service/repair charges including cost of spares shall be to the account of the contractor, along with BHEL

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Chapter - IV : Obligations of Contractor

	overheads.
4.2.2.17	Obligations in respect of Construction Lift/Elevators provided by BHEL
a)	The total erection including commissioning, maintenance, statutory clearances shall be included in scope of work. Supervision by the original equipment supplier or their authorized agency shall be arranged for by BHEL, in case found necessary.
b)	All day to day and routine maintenance and checking is to be carried out by the contractor as per the recommendations of the supplier. He should periodically check the brakes and carry out the all works to ensure the safety of all those using the lift/elevator. BHEL shall arrange spares required for upkeep of Construction lift/elevator
c)	The construction lift/elevator should never be overloaded as this can lead to serious accidents. Ensuring all safety aspects in operation of the lift shall be the responsibility of the contractor. Erection of all the required number of landing platforms is included in scope. Landing platforms are to be provided with proper barricades and hand railings.
d)	After completion of contractual scope of work or as per BHEL advice, the temporary elevator/lift shall be dismantled and handed over to BHEL neatly identified/tagged. Temporary structures/platforms etc erected for the elevators/lifts are also to be dismantled and materials to be returned to stores as applicable. The construction and dismantling of the foundations required for the construction/elevator lifts is included in the scope of the contractor.

SPECIAL CONDITIONS OF CONTRACT (SCC)
Chapter – V : Responsibilities of Contractor in respect of Labour,
Supervisory Staff, etc.

5.0	RESPONSIBILITIES OF CONTRACTOR IN RESPECT OF LABOUR, SUPERVISORY STAFF, ETC.
5.1	Refer relevant clauses of General Conditions of Contract (GCC) also in this regard
5.2	The contractor shall deploy all the necessary skilled/semiskilled/ unskilled labour including highly skilled workmen etc. These workmen should have previous experience on similar job. They shall hold valid certificates wherever necessary. BHEL reserves the right to insist on removal of any employee of the contractor at any time if he is found to be unsuitable and the contractor shall forthwith remove him.
5.3	Contractor shall also comply with the requirements of local authorities/ project authorities calling for police verification of antecedents of the workmen, staff etc.
5.4	It is the responsibility of the contractor to engage his workmen in shifts and or on overtime basis for achieving the targets set by BHEL. This target may be set to suit BHEL's commitments to its customer or to advance date of completion of events or due to other reasons. The decision of BHEL in regard to setting the erection and commissioning targets will be final and binding on the contractor.
5.5	Contractor shall provide at different elevation suitable arrangement for urinal and drinking water facility with necessary plumbing & disposal arrangement including construction of septic tank. These installations shall be maintained in hygienic condition at all times.
5.6	The Contractor in the event of engaging 20 or more workmen, shall obtain Independent license under the Contract labour (Regulation and Abolition) Act 1970 from the concerned authorities based on Form-V issued by the Principal Employer/Customer. In order to issue Form-V by Customer, Contractor shall fulfill all Statutory requirements like Insurance Policy, PF Code/PF Account number etc as per the requirement of BHEL/Customer
5.7	Contractor shall deduct the necessary amount towards Provident Fund and contribute equal amount as per Government of India laws. This amount will be deposited regularly to the provident Fund Commissioner. BHEL/Customer may insist for submission of the account code duly certified by PF Commissioner
5.8	Contractor may also be required to comply with provisions of ESI Act in vogue if applicable and submit evidence to BHEL.
5.9	BHEL / customer may insist for witnessing the regular payment to the labour. They may also like to verify the relevant records for compliance with statutory requirements. Contractor shall enable such facilities to BHEL / Customer.
5.10	Contractor shall deploy only qualified and experienced engineers/ supervisors. They shall have professional approach in executing the work.

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Chapter – V : Responsibilities of Contractor in respect of Labour, Supervisory Staff, etc.

5.11	The contractor's supervisory staff shall execute the work in the most professional manner in the stipulated time. Accuracy of work and aesthetic finish are essential part of this contract. They shall be responsible to ensure that the assembly and workmanship conform to dimensions and tolerances given in the drawings/instructions given by BHEL engineer from time to time.
5.12	The supervisory staff employed by the contractor shall ensure proper outturn of work and discipline on the part of the labour put on the job by the contractor. Also in general they should see that the works are carried out in a safe and proper manner and in coordination with other labour and staff employed directly by BHEL or other contractors of BHEL or BHEL's client.
5.13	It is the responsibility of the contractor to arrange gate pass for all his employees, T&P etc for entering the project premises. Necessary coordination with customer officials is the responsibility of the contractor. Contractor to follow all the procedures laid down by the customer for making gate passes. Where permitted, by customer / BHEL, to work beyond normal working hours, the contractor shall arrange necessary work permits for working beyond normal working hours.
5.14	The actual deployment will of Labour and Engineer/supervision staff shall be so as to satisfy the erection and commissioning targets set by BHEL. If at any time, it is found that the contractor is not in a position to deploy the required engineers/supervisors/workmen due to any reason, BHEL shall have the option to make alternate arrangements at the contractor's risk and cost. The expenditure incurred along with BHEL overheads thereon shall be recovered from the contractor
5.15	Contractor shall not deploy women labour at night.

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Chapter – VII: Drawings and documents

6.0	MATERIAL HANDLING, STORAGE AND PRESERVATION ETC
6.1	MATERIAL HANDLING AND STORAGE
6.1.1	All the equipments/materials furnished under this contract shall be received from the project stores, sheds / storage yards and transported to pre assembly area / erection site and stored in the storage spaces in a manner so that they are easily retrievable till the contractor erects them. While drawing/lifting material from BHEL / customer stores, the contractor shall ensure that the balance / other materials are stacked back immediately. No claim is admissible on this account
6.1.2	While BHEL will endeavor to store / stack / identify materials properly in their open / close / semi closed / tarpaulins covered storage yard / shed, it shall be contractor's responsibility to assist BHEL in identifying materials well in time for erection. They should take the delivery of the same, following the procedure indicated by BHEL, and transport the material safely to pre-assembly yard / erection site in time, according to program.
6.1.3	The contractor shall take delivery of components, equipment / consumables from storage area after getting the approval of BHEL Engineer on standard indent forms.
6.1.4	The contractor shall identify and deploy necessary Engineers / supervisors / workmen for the above work in sufficient number as may be needed by BHEL, for areas covering their scope.
6.1.5	All the equipment shall be handled very carefully to prevent any damage or loss. No untested wire ropes / slings etc. shall be used for unloading / handling. The equipment shall be properly protected to prevent damage either to the equipment or to the floor where they are stored. The equipment from the stores shall be moved to the actual location at the appropriate time so as to avoid damage of such equipment at site.
6.1.6	Contractor shall ensure that while lifting slings shall be put over the points indicated on the equipment or as indicated in the manufacturer's drawings. Slings / shackles of proper size shall be used for all lifting and rigging purposes. All care shall be taken to safe guard the equipment against any damage. Dragging of piping / valves should be avoided. In case of any damage the cost shall be covered from the contractor.
6.1.7	Approach road conditions from the stores / yards to the erection site may not be equipped and ideal for smooth transportation of the equipment. Contractor may have to be adequately prepared to transport the materials under the above circumstances without any extra cost. . The contractor may familiar himself with soil conditions at site.
6.1.8	Contractor shall be responsible for examining all the plant and materials issued to him

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	and notify the Engineer immediately of any damage, shortage, discrepancy etc before they are moved out of the stores / storage area. The contractor shall be solely responsible for any shortages or damages in transit, handling, storage and erection of the equipment once received by him. As the erection work will be spread in different areas / locations of the project, contractor has to arrange sufficient number of watch / ward personal to avoid any pilferage of material
6.1.9	The contractor shall maintain an accurate and exhaustive record-detailing out the list of all equipment received by him for the purpose of erection and keep such record open for the inspection of the engineer at any time.
6.1.10	All the material in the custody of contractor and stored in the open or dusty locations must be covered with suitable weather proof / fire retardant covering material wherever applicable and shall be blocked up on raised level above ground. All covering materials including blocks and sleeper shall be arranged by the contractor at his cost.
6.1.11	If the material belonging to the contractor are stored in area other than those earmarked for his operation the engineer will have the right to get it moved to the area earmarked for the contractor at the contractors risk and cost.
6.1.12	The contractor shall be responsible for making suitable indoor storage facilities to store all equipment (drawn by the contractor from BHEL / customer stores), which require indoor storage till the time of their installation. The Engineer will direct the contractor in this regard, which item in his opinion will require indoor storage, and the contractor shall comply with Engineer's decision.
6.1.13	The contractor shall ensure that all surplus / damaged / scrap / unused material, packing wood / containers/ special transporting frames etc are returned to BHEL at a place in project area identified by the Engineer. The contractor will maintain an account for all items received and returned to BHEL. Any shortage in returning such items shall be chargeable to the contractor except allowable wastage for packing wood only.
6.1.14	The contractor shall hand over all parts / materials remaining extra over the normal requirement with proper identification tags to the stores as directed by the concerned BHEL engineer.
6.1.15	The contractor shall ensure that all the packing materials and protective devices installed on equipment during transit and storage are removed before installation.
6.1.16	It shall be the responsibility of the contractor to keep the work / storage areas in neat, tidy and working conditions. All surplus/unusable packing and other materials shall be removed and deposited at location(s) specified by BHEL within the project premises. If required weighing of the same within the project premises will have to be carried out.

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6.2	PRESERVATION OF COMPONENTS
6.2.1	After taking delivery from BHEL / customer's stores, plant materials storage shall be subjected to the following protection besides other provisions indicated in these specifications elsewhere.
6.2.1.1	Items stored outdoors shall be stacked up at least six inches (6") off the ground. Items should not be stored in a low lying area where water logging is a possibility. Contractor should have sufficient numbers of wooden / concrete / steel sleepers for the job.
6.2.1.2	Motors, valves, electrical equipment, control equipment and instruments, and special or precision items requiring special care, etc shall be stored indoors. Motor windings shall be kept dry by use of external heat or space heaters.
6.2.1.3	Bearings and other wearing surfaces of plant materials shall be protected against corrosion and kept clean and should be regularly monitored.
6.2.1.4	Insulation materials shall be stored indoors or otherwise protected against getting wet/ damaged, using suitable measures and should be protected from direct rain.
6.2.2	It shall be the responsibility of the contractor to apply preservatives / touch up paints (primer) on equipment handled and erected by him till such time of final painting. It shall be contractor's responsibility to arrange for required paints (primer), thinners, labour, scaffolding materials, cleaning materials like wire brush, emery sheets, etc, cleaning of surface and provide one coat of preservatives / paints (primer) from time to time as decided by BHEL engineer. The accepted rate shall include this work also. It is to be noted that such painting may have to be done as and when required till such time the final painting is carried out.
6.2.3	The contractor shall effectively protect the finished work from action of weather and from damage or defacement and shall cover the finished parts then and there for their protection.
6.2.4	Any failure on the part of contractor to carry out works according to above clauses will entail BHEL to carry out the job from any other party and recover the cost from contractor.

7.0	DRAWINGS AND DOCUMENTS
7.1	The detailed drawings, specifications available with BHEL engineers will be made

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	available to the contractor during execution of work at site. The contractor will also ensure availability of all drawings / documents at work place.
7.2	Necessary drawings to carry out the erection work will be furnished to the contractor by BHEL on loan, which shall be returned to BHEL Engineer at site after completion of work. Contractor shall ensure safe storage and quick retrieval of these documents.
7.3	The contractor shall maintain a record of all drawings and documents available with him in a register as per format given by BHEL Engineer. Contractor shall ensure use of pertinent drawings / data / documents and removal of obsolete ones from work place and returning to BHEL.
7.4	The data furnished in various annexure enclosed with this tender specification are only approximate and for guidance. However, the change in the design and in the quantity may occur as is usual in any such large scale of work. The contractors quoted rates shall be inclusive of the above factor
7.5	Should any error or ambiguity be discovered in the specification or information the contractor shall forthwith bring the same to the notice of BHEL before commencement of work. BHEL's interpretation in such cases shall be final and binding on the contractor.
7.6	Deviation from design dimensions should not exceed permissible limit. The contractor shall not correct or alter any dimension / details, without specific approval of BHEL.

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8.0	INSPECTION AND QUALITY
8.1	Inspection, Quality Assurance, Quality Control
8.1.1	Preparation of quality assurance log sheets and protocols with customer/ consultants/statutory authority, welding logs, NDE records, testing & calibration records and other quality control and quality assurance documentation as per BHEL engineer's instructions, is within the scope of work/specification. These records shall be submitted to BHEL/customer for approval from time to time.
8.1.2	The protocols between contractor and customer/ BHEL shall be made prior to installation for correctness of foundations, materials, procedures, at each stage of installation, generally as per the requirement of customer/ BHEL. This is necessary to ensure elimination of errors or keeping them within tolerable limits and to avoid accumulation and multiplication of errors.
8.1.3	A daily log book should be maintained by every supervisor/engineer of contractor on the job in duplicate (one for BHEL and one for contractor) for detailing and incorporating alignment/clearance / centering / leveling readings and inspection details of various equipments etc. High pressure welding details like serial number of weld joints, welders name, date of welding, details of repair, heat treatment etc. will be documented in welding log as per BHEL Engineer's instructions. Record of radiography containing details like serial number of weld joints, date of radiography, repairs, if any, re-shots etc shall also be maintained as per BHEL Engineer's instructions. Record of heat treatments performed shall be maintained as prescribed by BHEL
8.1.4	The performance of welders will be reviewed from time to time as per the BHEL standards. Welders' performance record shall be periodically furnished for scrutiny of BHEL's Engineer. Corrective action as informed by BHEL shall be taken in respect of those welders not conforming to these standards. This may include removal/ discontinuance of concerned welder(s). Contractor shall arrange for the alternate welders immediately
8.1.5	All the welders shall carry identity cards as per the proforma prescribed by BHEL/Customer/Consultant. Only welders duly authorized by BHEL/customer/consultant

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	shall be engaged on the work.
8.1.6	Contractor shall provide all the Measuring Monitoring Equipments (MMEs) required for completion of the work satisfactorily. These MMEs shall be of brand, quality and accuracy specified by BHEL Engineer and should have necessary calibration and other certificates as per the requirement of BHEL Engineer. Decision of BHEL Engineer regarding acceptance or otherwise of the measuring instruments/gauges/tools for the work under this specification, is final and binding on the contractor. BHEL may give an indicative list of MMEs required for this work and to be made available by the contractor. The list will be reviewed by BHEL and the contractor shall meet any augmentation needed wherever required.
8.1.7	It is the responsibility of the contractor to prove the accuracy of the testing/measuring/calibrating equipments brought by him based on the periodicity of calibration as called for in the BHEL's quality assurance standards/BHEL Engineer's instructions.
8.1.8	Any re-laying or re-termination of cables/re-erection of instruments/ recalibration of instruments etc. required due to contractor's mistake or design requirement and found at any stage inspection, shall be carried out by the contractor at no extra cost.
8.1.9	BHEL, Power Sector Regions (PSNR/PSER/PSWR/PSSR) have already been accredited with ISO 9001 certification and as such this work is subject to various audits to meet ISO 9001 requirements. One particular aspect which needs special mention is about arrangement of calibration of instruments by the contractor. Contractor shall ensure deployment of reliable and calibrated MMEs (Measuring and Monitoring Equipments). The MMEs shall have test / calibration certificates from authorised / Government approved / Accredited agencies traceable to National / International Standards. Re-testing / re-calibration shall also be arranged at regular intervals during the period of use as advised by BHEL Engineer within the contract price. The contractor will also have alternate arrangements for such MMEs so that work does not suffer when the particular equipment / instrument is sent for calibration. Also if any MMEs not found fit for use, BHEL shall have the right to stop the use of such item and instruct the contractor to deploy proper item and recall ie repeat the readings taken by that instrument, failing which BHEL may deploy MME and retake the readings at Contractor's cost.
8.1.10	Re-work necessitated on account of use of invalid MMEs shall be entirely to the contractor's account. He shall be responsible to take all corrective actions, including resource augmentation if any, as specified by BHEL to make-up for the loss of time.

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8.1.11	In the courses of erection, it may become necessary to carry repeated checks of the work with instruments recently calibrated, re-calibrated. BHEL may counter/ finally check the measurements with their own MMEs. Contractor shall render all assistance in conduct of such counter/final measurements.
8.1.12	Total Quality is the watchword of the work and Contractor shall strive to achieve the Quality Standards, procedures laid down by BHEL. He shall follow all the instructions as per BHEL drawings and Quality Standards.
8.2	Stage Inspection By FES/QA Engineers
8.2.1	Apart from day-to-day inspection by BHEL Engineers stationed at Site and Customer's Engineers, stage inspection of equipments under erection and commissioning at various stages shall also be conducted by teams of Engineers from Field Engineering Services of BHEL's Manufacturing Units, Quality Assurance teams from Field Quality Assurance, Unit/Factory Quality Assurance and Commissioning Engineers from Technical Services etc. Contractor shall arrange all labour, tools and tackles etc along with proper access for such stage inspections free of cost.
8.2.2	Any modifications suggested by BHEL FES and QA Engineers' team shall be carried out. Claims of contractor, if any, shall be dealt as per Section 13, and provided such modifications have not arisen for reasons attributable to the contractor.
8.3	Statutory Inspection of Work
8.3.1	The work to be executed under these specifications has to be offered for inspection, at appropriate stages of work completion, to various statutory authorities for compliance with applicable regulations. The work related statutory inspections, though not limited to, are as under: 1) Inspectorate of Steam Boilers and Smoke Nuisance 2) Electrical Inspector 3) Factory Inspector, Labour Commissioner, PF Commissioner and other authority connected to this project work The scope includes getting the approvals from the statutory authorities, which includes arranging for inspection visits of statutory authority periodically as per BHEL Engineer's instructions, arranging materials for ground inspection, taking rub outs for the pressure parts to be offered for inspection, submitting co-related inspection reports, documents, radiographs etc and following up the matter with them. Contractor shall also make all
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	arrangements for offering the Products / Systems for inspection at location, as applicable, to the concerned authority.
8.3.2	Contractor should be qualified to execute pressure parts & piping work coming under the purview of IBR, for which he should register himself with CIB of state concerned. contractor also should be aware of the latest IBR regulations and Electricity Act, including the amendments thereof.
8.3.3	Contractor shall comply with 'Qualification Tests for welders engaged in welding of Boilers and Steam Pipes under Construction, Erection and Fabrication at Site in India and in repairing Boilers and steam pipes by welding' in line with Chapter XIII of Indian Boiler Regulations-1950, for testing his welders / men / workers, including all associated fees, procedures, required instruments and equipments and their calibration there of. It shall be contractor's responsibility to obtain approval of Statutory Authorities, wherever applicable, for the conducting of any work which comes under the purview of these authorities, at his cost.
8.3.4	The following fees shall be excluded from scope of Contractor: 1. Registration Fee as per Regulation 385 of Chapter IX of Indian Boiler Regulations-1950 2. Fees for inspection of Boiler at the site of Construction as per Regulation 395 A, sl no 4 of Chapter IX of Indian Boiler Regulations-1950 However all other fees like visit fees charged by the Boiler Inspector and other arrangements for his visit or visits till satisfactory completion of work, shall be included in scope of Contractor
8.4	The Quality Management System of BHEL, Power Sector Regions (PSNR/PSER/PSWR/PSSR) have already been certified and accredited under ISO 9002 standards in this regard. The basic philosophy of the Quality Management System is to define the organizational responsibility, work as per documented procedures, verify the output with respect to acceptance norms, identify the non-conforming product/ procedure and take corrective action for removal of non-conformance specifying the steps for avoiding recurrence of such non-conformities, & maintain the relevant quality records. The nonconformities are to be identified through the conduct of periodical audit of implementation of quality systems at various locations/stages of work. Suppliers/vendors of various products/services contributing in the work are also considered as part of the quality management system. as such the contractor is expected not only to conform to

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	the quality management system of BHEL but also it is desirable that they themselves are accredited under any quality management system standard.
8.5	Field Quality Assurance
8.5.1	Contractor shall carry out all activities conforming to the approved Field Quality Plan (FQP) as revised from time to time. Total quality shall be the watchword of the work and contractor shall strive to achieve the quality standards, procedures laid down by BHEL. He shall follow all the instructions as per BHEL drawings and quality standards. Contractor shall provide the services of quality assurance engineer as per the relevant clauses.

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9.0	OCCUPATIONAL HEALTH, SAFETY & ENVIRONMENT MANAGEMENT/ QUALITY ASSURANCE PROGRAMME: BHEL, Power Sector Regions (PSNR/ER/WR/SR) are each certified for ISO 9001. Quality of work to customer's satisfaction and fulfillment of system requirements are the essence of ISO 9001 certification. BHEL, PS Regions have HSE certification (ISO 14001 & OHSAS 18001) and therefore Contractor also shall organise/ plan/ perform all their activities to meet with the applicable requirements of these standards.
9.1	HSE (Health, safety & Environment): Contractor will comply with HSE (Health, safety & Environment) requirements of BHEL. HSE requirements in brief, are given below :-
9.1.1	Contractor will nominate one of their qualified and experienced employees as Safety Officer, who will be responsible for all HSE related issues of contractors work area. Safety Officer will have authority to stop any activity, in case he observes that the activity is not being carried out in safe manner. He will conduct surprise inspection as well as periodic inspection/drill (at least once in a month) and submit such reports to BHEL. He will conduct periodic meetings with supervisors of different working groups and explain HSE issues and use of PPEs to them. Reports of such meetings will be submitted to BHEL. Contractor will develop suitable work procedures based upon HSE guidelines and OCPs and implement it. Such work procedures will consist of Area of work, T&P Details, Work Procedure, PPE requirements etc. Please refer Schedule VIII of BOCW Rules for number of safety officers, qualification, duties etc. Contractor should highlight the requirement of safety to staff and labour through daily tool box meeting before start of the days job. Contractor to also submit monthly safety reports as per the format/procedure of BHEL.
9.1.2	The contractor shall arrange induction and regular health check of their employees as per schedule VII of BOCW rules by aregistered medical practitioner. The contractor shall take special care of the employees affected with occupational diseases under rule 230 and schedule II of BOCW Rules. The employees not meeting the fitness requirement should not be engaged for such job
9.1.3	Following personnel protective equipments (PPEs), in adequate numbers, will be made available at site & their regular use by all concerned will be ensured :- - HELMET - SAFETY GOGGLES & WELDING FACE SHIELDS

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	- SAFETY BELTS AND PROTECTIVE NET FOR WORKING AT HEIGHT
	- SAFETY SHOES
	- EAR PLUG
	- ANY OTHER SAFETY EQUIPMENT REQUIRED FOR SAFE COMPLETION OF THE WORK
	Contractor to also submit monthly reports on above as per the format/procedure of BHEL.
9.1.4	Providing appropriate First Aid facilities for prompt treatment of injuries and illness at work place. Arranging training to contractor workmen/ employees for giving first aid.
9.1.5	Arranging ambulance in case of any emergency situation .
9.1.6	Identification of nearest hospital and health check-up of workmen/employees
9.1.7	Providing filtered drinking water at work place in cool container.
9.1.8	Providing Canteen, Rest Room, Washing facilities to the contracted employees as per provisions of Contract Labour Regulation Act 1970 (Chapter V).
9.1.9	Providing appropriate fire fighting equipment at designated work place and nominate a fire officer/warden adequately trained for his job.
9.1.10	Identification of nearest fire station and display contact telephone nos. / person's name around work places for cases of emergencies .
9.1.11	Providing adequate no. of 24 V sources and ensure that no hand lamps are operating at voltage level above 24 Volts.
9.1.12	Fulfilling safety requirements at all power tapping points.
9.1.13	Red & White caution tape of proper width(1.5 to 2 inch) to be used for cordoning unsafe area such as open trench, excavation area etc.
9.1.14	Providing contractors company logo on cloths /uniform/ proper identity cards with photographs, for correct identification of people working at project site .
9.1.15	High/ Low pressure welders to be identified with separate colour clothings. No welders will be deployed without passing appropriate tests and holding valid welding certificates. Approved welding procedure should be displayed at work place.
9.1.16	Displaying safe handling procedures for all chemicals such as lube oil, acid, alkali, sealing compounds etc , at work place .
9.1.17	All scaffolding/ platforms should be made from materials of appropriate quality/grade so that these are safe for use. It should be certified/declared safe for use by an experienced contractor person, before any scaffolding/platform is used. Please refer IS:3696 part 1&2 and 4014 part 1 & 2
9.1.18	All T&Ps/ MMEs should be of reputed brand/appropriate quality & must have valid

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	test/calibration certificates bearing endorsement from competent authority of BHEL.. Contractor to also submit monthly reports of T&Ps deployed and validity test certificates to BHEL safety Officer as per the format/procedure of BHEL.
9.1.19	Ensure that the regulatory requirement of excessive weight limit (to carry/lift/ move weights beyond prescribed limits) for male and female workers are complied with.
9.1.20	Safety slogan, Safety/ Caution boards , wherever required to be displayed in consultation with BHEL.
9.1.21	Take suitable measures for waste management and environment related laws/legislation as a part of normal construction activities. Compliance with the legal requirements on storage/ disposal of paint drums (including the empty ones), Lubricant containers, Chemical Containers, and transportation and storage of hazardous chemicals will be strictly maintained. Ensure proper cleanliness of work place, housekeeping and waste management (including proper waste disposal) on daily basis.
9.1.22	It is imperative on the part of the contractor to join and effectively contribute in joint measures such as tree plantation, environment protection, contributing towards social upliftment, conversion of packing woods to school furniture, keeping good relation with local populace etc.
9.1.23	The contractor shall carry out periodic air and water quality check and illumination level checking in his area of work place and take suitable control measure.
9.1.24	The Contractor is required to provide proper safety net systems (IS-11057) where ever the hazard of fall from height is present as per instruction of BHEL Engineer. The safety nets shall be fire resistant, duly tested and shall be of ISI Mark and the nets shall be located as per site requirements to arrest or to reduce the consequences of a possible fall of persons working at different heights.
9.1.25	All applicable OCPs (Operational control procedures) will be followed by contractor as per BHEL instructions. This will be done as part of normal scope of work. List of such OCPs is given below . In case any other OCP is found to be applicable during the execution of work at site, then contractor will follow this as well, within quoted rate. These OCPs (applicable ones) will be made available to contractor during work execution at site. However for reference purpose, these are kept with Safety Officer of BHEL at the Power Sector Regional HQ, or available in downloadable format in the website, which may be refereed by contractor, if they so desire. ■ OCP for safe handling of chemicals ■ OCP for Electrical safety ■ OCP for energy conservation ■ OCP for safe welding and gas cutting operation ■ OCP for fire safety

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■	OCP for safety in use of hand tools
■	OCP for first aid
■	OCP for food safety at canteen
■	OCP for safety in use of cranes
■	OCP for storage and handing of gas cylinders
■	OCP for manual arc welding
■	OCP for safe use of helmets
■	OCP for good house keeping
■	OCP for working at height
■	OCP for safe excavation
■	OCP for safe filling of Hydrogen in cylinder
■	OCP for illumination
■	OCP for handling and erection of heavy metals
■	OCP for safe acid cleaning
■	OCP for safe alkali boil out
■	OCP for safe oil flushing
■	OCP for steam blowing
■	OCP for safe working in confined area
■	OCP for safe operation of passenger lift, material hoists & cages
■	OCP for Vehicle maintenance
■	OCP for safe radiography
■	OCP for waste disposal
■	OCP for working at night
■	OCP for blasting
■	OCP for DG Set
■	OCP for handling & storage of mineral wool
■	OCP for drilling, reaming and grinding(machining) etc.
■	OCP for hydraulic test
■	OCP for spray insulation
■	OCP for trial run of rotary equipment
■	OCP for stress relieving
■	OCP for material preservation
■	OCP for cable laying/tray work
■	OCP for electrical maintenance
■	OCP for transformer charging
■	OCP for safe handling of battery system

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	■ OCP for computer operation ■ OCP for storage in open yard ■ OCP for sanitary maintenance ■ OCP for batching ■ OCP for piling rig operation ■ OCP for gas distribution test ■ OCP for cleaning of hotwell / deaerator ■ OCP for electro-resistance heating ■ OCP for compressor operation ■ OCP for O&M of control of AC plant & system ■ OCP for air compressor ■ OCP for passivation ■ OCP for Safe EDTA Cleaning ■ OCP for Safe Chemical cleaning of Pre boiler system ■ OCP for Safe Boiler Light up ■ OCP for Safe Rolling and Synchronisation ■ OCP for Safe Loading of Unit
9.2	SAFETY AND CLEANLINESS : The contractor shall take all necessary safety precautions and arrange for appropriate appliances as per discretion of BHEL or its authorised officials (Site Construction Manager) to prevent loss of human lives, injuries, to personnel engaged and damage to property. Before commencing the work, the contractor shall submit a "Safety Plan" to the above authorised BHEL official and obtain approval on the same. The safety plan shall indicate in detail the measures that would be taken by the contractor to ensure safety of men, equipment, materials and environment during execution of the work. This will also include an organization structure, role and responsibilities of the concerned key personnel, the safety practices that will be followed, PPEs deployed, plan for handling critical activities and emergencies.
9.3	If the contractor fails to take appropriate safety precautions or to provide necessary safety devices and equipment or to carry out instructions issued by the authorised BHEL official, BHEL shall have the right to take corrective steps at the risk and cost of the contractor.
9.4	During the course of construction, alternation or repairs, scrap with protruding nail, sharp edge etc and all other debris shall be kept clean from working areas, passage, ways and stairs in and around site.
9.5	Combustible scrap and debris shall be removed at regular intervals during the course of execution. Safe means shall be provided to facilitate such removal. The combustible

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	scrap should be stored in safe place away from the plant materials to avoid fire accidents. The area shall be chosen in consultation with the Engineer and to be cordoned off.
9.6	Rigging equipment for materials handling shall be inspected prior to use in each shift and as necessary during its use to ensure that it is safe. Defective rigging equipment will be removed from service.
9.7	Rigging equipment shall not be loaded in excess of its recommended safe working load. Rigging equipment, when not in use, shall be removed from the original work area so as not to present a hazard to employees.
9.8	Contractor shall notify the engineer, of his intention to bring on to site any equipment or any container, with liquid or gaseous fuel or other substance which may create a hazard. The Engineer shall have the right to prescribe the condition under which such equipment or container may be handled and used during the performance of the works and the contractor shall strictly adhere to such instructions. The Engineer shall have the right to inspect any construction tool and to forbid its use, if in his opinion it is unsafe. No claim due to such prohibition will be entertained.
9.9	Where it is necessary to provide and/or store petroleum products or petroleum mixture & explosives, the contractor shall be responsible for carrying out such provision / storage in accordance with the rules & regulations laid down in the relevant petroleum act, explosive act and petroleum and carbide of calcium manual, published by the chief inspector of explosives of India. All such storage shall have prior approval if necessary from the chief inspector of explosives or any other statutory authority. The contractor shall be responsible for obtaining the same.
9.10	Cylinders shall be moved by tilting and rolling them on their bottom edges. They shall not be intentionally dragged, struck or permitted to strike each other violently.
9.11	When cylinders are transported by powered vehicle they shall be secured in a vertical position.
9.12	All workmen of the contractor working on construction area shall wear safety shoes, hand gloves, safety helmets and safety belt as applicable. The contractor shall provide to its workforce and ensure the use of following personnel protective equipment as found necessary and as directed by BHEL.
9.12.1	Safety Helmets conforming to IS-2925 : 1984
9.12.2	Safety Belts conforming to IS-3521:1983
9.12.3	Safety Shoes conforming to IS-1989 : 1978

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9.12.4	Eye and face protection devices conforming to IS – 1179:1967, IS 5983:1980, IS 8521 Part 1:1977, IS 8521 Part 2: 1994.
9.12.5	Hand and body protection devices conforming to IS 4770:1991 and IS- 6994 : Part 1: 1973, IS – 8619 : 1977
9.12.6	Ear protection IS-9167:1979
9.12.7	Respiratory Protective Devices as per IS-9473:2002, i4746:1999 and 14166:1994
9.13	The contractor shall insure his workmen against all accidents and the policy shall be presented to BHEL Engineer on demand. Other wise, BHEL will arrange the same and the expenditure towards this will be debited to the contractor. In case of a fatal or disabling injury accident to any person at construction site due to lapses by the contractor, the victim and/or his/her dependants shall be compensated by the contractor as per statutory requirements. However, if considered necessary BHEL shall have the right to impose appropriate financial penalty on contractor and recover the same from payments due to the contractor for suitably compensating the victim and/or his/her dependence before imposing any such penalty. Appropriate enquiry shall be held by BHEL giving opportunity to the contractor for presenting his case. Above safety conditions are not exhaustive but gives an idea for the contractor and contractor shall adhere to all safety precaution given by the Engineer at site.
9.14	The contractor shall arrange at his cost adequate lighting facilities e.g. flood lighting, hand lamps, area lighting etc. at various levels for safe and proper working operations during night hours at the work spot as well as at the pre-assembly area.
9.15	The contractor shall be responsible for provision of all the safety notices and safety equipment as enjoined on him by the application of relevant statutory regulation / provisions and/or as called upon by BHEL from time to time. He shall be held responsible for any violation of statutory regulations (local, state or central) and BHEL instruction that may endanger safety of men, equipment and material.
9.16	The contractor shall provide temporary fencing wherever required as a safety measure against accident and damage to properties. Suitable caution notices shall be displayed where access to any part is found to be unsafe and hazardous.
9.17	Contractor shall ensure safety of all the workmen, material and equipment either belonging to him or to others working at site. He shall observe safety rules and codes applied by BHEL without exception.
9.18	It will be the responsibility of the contractor to ensure safe lifting of the equipment, taking

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	due precaution to avoid any accident and damage to other equipment and personnel. All requisite tests and inspection of handling equipment, tools & tackle shall be periodically done by the contractor by engaging only the COMPETENT PERSONS as per law. Defective equipment or uncertified shall be removed from service. Any equipment shall not be loaded in excess of its recommended safe working load.
9.19	The contractor shall provide necessary first aid facilities as per schedule III. In addition, ambulance facilities, OHC and CMO as per schedule IV, V, X and XI of BOCW Rules as applicable for all his employees, representatives and workmen at site and BHEL shall have no obligation in this regard. The first aid boxes should be placed at various elevations so as to make them available within the reach and at the quickest possible time. The contractor should conduct periodical first –aid classes to keep his supervisor and Engineers properly trained for attending to any emergency.
9.20	Training
9.20.1	The contractor shall arrange induction safety training for all employees before assigning work. In addition, awareness programme, mock drill at regular intervals and daily tool box meetings shall be arranged. Monthly report of the above to be given to BHEL safety Officer as per prescribed BHEL formats
9.20.2	All the contractor's supervisory personnel and sufficient number of workers shall be trained for fire protection systems. Enough number of such trained personnel must be available during the tenure of contract. Contractor should nominate his supervisor to coordinate and implement the safety measures.
9.21	Contractor shall provide enough fire protecting equipment of the types and numbers at his office, stores, temporary structure in labour colony etc. Such fire protection equipment shall be easy and kept open at all times. The fire extinguishers shall be properly refilled and kept ready which should be certified at periodic intervals. The date of changing should be marked on the Cylinders. All other fire safety measures as laid down in the "codes for fire safety at construction site" issued by safety coordinator of BHEL shall be followed. Non-compliance of the above requirement under fire protection shall in no way relieve the contractor of any of his responsibility and liabilities to fire accident occurring either to his materials or equipment or those of others. Emergency contacts nos must be displayed at prominent locations
9.22	The contractor shall at his cost, remove from vicinity of work at least once each day all combustible waste, scrap, painting materials, rubbish, unused or other materials and deposit them in places specified by BHEL to keep the work site clear and tidy. Use of undercoated canvas paper, corrugated paper, fabricated carton, plastic or other

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	flammable materials shall be restricted to the minimum and promptly removed.
9.23	The contractor shall not use any hand lamp energized by Electric power with supply voltage of more than 24 volts in confined spaces like inside water boxes, turbine casings, condensers etc.
9.24	All portable electric tools used by the contractor shall have safe plugging system to source of power and be appropriately earthed. Only electricians licensed by appropriate statutory authority shall be employed by the contractor to carry out all types of electrical works. Details of earth resource and their test date to be given to BHEL safety officer as per the prescribed formats of BHEL
9.25	In case of any delay in completion of a job due to mishaps attributable to lapses by the contractor, BHEL shall have the right to recover cost of such delay from the payments due to the contractor, after notifying the contractor suitably.
9.26	Valve protection caps shall be kept in place and secured.
9.27	The contractor shall be responsible for the safe storage and handling of his radio-active sources as per BARC rules and regulations.
9.28	Tarpaulin being inflammable should not be used (instead, only non infusible covering materials shall be used) as protective cover while preheating, welding, stress relieving etc. at site.
9.29	If the contractor fails to improve the standards of safety in its operation to the satisfaction of BHEL after being given reasonable opportunity to do so and/or if the contractor fails to take appropriate safety precautions or to provide necessary safety devices and equipment or to carry out instruction regarding safety issued by BHEL, BHEL shall have the right to take corrective steps at the risk and cost of the contractor after giving a notice of not less than 7 days indicating the steps that would be taken by BHEL.
9.30	If the contractor succeeds in carrying out its job in time with out any fatal or disabling injury accident and without any damage to property BHEL may, at its sole discretion, favorably consider to reward the contractor suitably for the performance.
9.31	The contractor shall carefully follow the safety requirement of BHEL/ the purchaser with the regard to voltages used in critical areas.
9.32	The contractor shall use only properly insulated and armored cables which conform to the requirement of Indian Electricity Act and Rules for all wiring, electrical applications at site. BHEL reserves the right to replace any unsafe electrical installations, wiring, cabling etc. at the cost of the contractor. All electrical appliances used in the work shall be in good

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	working condition and shall be properly earthed. No maintenance work shall be carried out on live equipment. The contractor shall maintain adequate number of qualified electricians to maintain his temporary electrical installations. Area wise Electrical safety inspection is to be carried out on monthly basis as per "Electrical Safety Inspection checklist" and the report is to be submitted to BHEL safety officer
9.33	The contractor shall arrange adequate number of persons specifically for clearing any debris and for house keeping of the erection area including restacking of components in the erection areas. Housekeeping to be carried out as per BHEL's checklist and report is to be submitted to BHEL safety officer
9.34	In case of any damage to property due to lapses by the contractor, BHEL shall have the right to recover the cost of such damages from the contractor after holding an appropriate enquiry.
9.35	The contractor shall submit report of all accidents, fires and property damage etc to the Engineer immediately after such occurrence, but in any case not later than 24 hours of the occurrence. Such reports shall be furnished in the manner prescribed by BHEL. In addition periodic reports on safety shall also be submitted by the contractor to BHEL from time to time as prescribed by the Engineer. Compiled monthly reports of all kinds of accidents, fires and property damage to be submitted to BHEL safety officer as per prescribed formats
9.36	Before commencing the work, the contractor shall appoint/nominate a responsible person to supervise implementation of all safety measures and liaison with his counterpart of BHEL.
9.37	Suitable scaffolds shall be provided for workman for all works that cannot safely be done from the ground, or from solid construction except in the case of short duration of work which can be done safely from ladders. When a ladder is used, it shall be of rigid construction made of steel. The steps shall have a minimum width of 45 cm and a maximum rise of 30 cm. Suitable handholds of good quality wood or steel shall be provided and the ladder shall be given an inclination not steeper than ¼ horizontal and 1 vertical.
9.38	Scaffolding or staging more than 3.6 m above the ground floor, swung or suspended from an overhead support or erected with stationery support shall have a guard rail properly bolted, braced or otherwise secured, at least 90 cm above the floor or platform of such scaffolding or staging and extending along the entire length of the out side and ends thereof with only such openings as may be necessary for the delivery of materials. Such scaffolding or staging shall be so fastened as to prevent it from swaying, from

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	the building or structure.
9.39	Working platforms, gangways and stairways shall be so constructed that they do not sag unduly or unequally and if the height of the platform gangways provided is more than 3.6 m above ground level or floor level, they shall be closely boarded and shall have adequate width which shall not be less than 750 mm and be suitably fenced as described above.
9.40	Every opening in the floor or a building or in a working platform shall be provided with suitable means to prevent the fall of persons or materials by providing suitable fencing or railing whose minimum height shall be 90 cm.
9.41	Wherever there are open excavation in ground, they shall be fenced off by suitable railing and danger signals installed at night so as to prevent persons slipping into the excavations.
9.42	Safe means of access shall be provided to all working places. Every ladder shall be securely fixed. No portable single ladder shall be over 9 m in the length while the width between side rails in rung ladder shall in no case be less than app. 29.2 cm for ladder upto and including 3 m in length. For longer ladders this width shall be increased at least $\frac{1}{4}$ " for each additional foot of length.
9.43	A sketch of the ladders and scaffolds proposed to be used shall be prepared and approval of the Engineer obtained prior to Construction.
9.44	All personnel of the Contactor working within the plant site shall be provided with safety helmets. All welders shall wear welding goggles while doing welding work and all metal worker shall be provided with safety gloves. Persons employed on metal cutting and grinding shall wear safety glasses.
9.45	Adequate precautions shall be taken to prevent danger for electrical equipment. No materials on any of the sites of work shall be so stacked or placed as to cause danger or inconvenience to any person or the public.
9.46	All trenches, four feet or more in depth, shall at all times be supplied with at least one ladder for each 30 m in length or fraction thereof. The ladder shall be extended from bottom of the trench to at least 90 cm above the surface of the ground. Sides of the trenches which are 1.50 m or more in depth shall be stepped back to give suitable slope or securely held by timer bracing, so as to avoid the danger of sides collapsing. The excavated materials shall not be placed within 1.5 m of the edges of the trench or half of the depth of the trench whichever is more. Cutting shall be done from top to bottom.

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	Under no circumstances undermining or undercutting shall be done.
9.47.1	The contractor shall take permission of BHEL prior to risky jobs such as working at height, hot work, liftig activities, etc through permits. No job should be started without permits.
9.47.2	The Contactor shall take all measures at the sites of the work to protect all persons from accidents and shall be bound to bear the expenses of defense of every suit, action or other proceeding at law that may be brought by any persons for injury sustained or death owing to neglect of the above precautions and to pay any such persons such compensation or which may with the consent of the Contractor be paid to compromise any claim by any such person should such claim proceeding be filed against BHEL, the Contractor hereby agrees to indemnify BHEL against the same.
9.48	Before any demolition work is commenced and also during the process of the work the following shall be ensured:
9.48.1	All roads and open areas adjacent to the work site shall either be closed or suitably protected.
9.48.2	No electric cable or apparatus which is liable to be a source of danger nor a cable or an apparatus used by the operator shall remain electrically charged.
9.48.3	All practical steps shall be taken to prevent danger to persons employed from the risks of fire or explosion or flooding. No floor, roof or other part of the building shall be so overloaded with debris or materials as to render them unsafe.
9.49	All necessary personnel safety equipment as considered adequate by the Engineer should be kept available for the use of the persons employed in the Site and maintained in a condition suitable for immediate use and the Contactor should take adequate steps to ensure proper use of equipment by those concerned.
9.49.1	Workers employed on mixing asphalted materials, cement and lime mortars shall be provided with protective foot wear and protective goggles.
9.49.2	Those engaged in white washing and mixing or stacking of cement bags or any materials which is injurious to the eyes shall be provided with protective goggles.
9.49.3	Those engaged in welding works shall be provided with welder's protective eyesight lids.
9.49.4	Stone breakers shall be provided with protective goggles and protective clothing and seated sufficient to safe intervals.
9.49.5	Where workers are employed in sewers and manholes, which are in use, the Contractor

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	shall ensure that the manhole covers are opened and ventilated at least for an hour before the workers are allowed to get into manhole, and the manholes so opened shall be cordoned off with suitable railing and provided with warning signals or boards to prevent accident to the public.
9.49.6	The Contractor shall not employ men below the age of 18 years and women on the work of painting with products containing lead in any form. Wherever men above the age of 18 are employed on the work of lead painting, the following precautions should be taken.
9.49.6.1	No paint containing lead or lead products shall be used except in the form of paste or ready made paint.
9.49.6.2	Suitably face masks should be supplied for use by the workers where paints are applied in the form of spray or a surface having lead paint dry rubbed and scrapped.
9.49.6.3	Overalls shall be supplied by the Contractor to the workmen and adequate facilities shall be provided to enable the working painters to wash during the cessation of work.
9.50	When the work is being done near any place where there is risk of drowning all necessary equipment should be provided and kept ready for use and all necessary steps taken for prompt rescue of any person in danger and adequate provision should be made for prompt first aid treatment of all injuries likely to be sustained during the course of the work.
9.51	Motors, gearing, transmission, electric wiring and other dangerous parts of hoisting appliances should be provided with efficient safe guards. Hoisting appliance should be provided with such means as will reduce to the minimum the risk of any part of a suspended load becoming accidentally displaced. When workers employed on electrical installations which are already energized, insulating mats, wearing apparel, such as gloves, sleeves and boots as may be necessary should be provided. The worker should not wear any rings, watches and carry keys or other materials which are good conductor of electricity.
9.52	All scaffolds, ladders and other safety devices mentioned or described herein shall be maintained in safe condition and no scaffold, ladder or equipment shall be altered or removed while it is in use. Adequate washing facilities should be provided at or near the places of work.
9.53	The contractor shall maintain and ensure necessary safety measures as required for inspection and tests HV test, Pneumatic test, Hydraulic test, Spring test, Bend test etc as applicable, to enable inspection Agency for performing Inspection. If any test equipment

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	is found not complying with proper safety requirements then the Inspection Agency may withhold inspection, till such time the desired safety requirements are met.
9.54	The Contractor shall notify BHEL of his intention to bring to site any equipment or material which may create hazard. BHEL shall have the right to prescribe the conditions under which such equipment or materials may be handled and the contractor shall adhere to such instructions. BHEL may prohibit the use of any construction machinery, which according to him is unsafe. No claim for compensation due to such prohibition will be entertained by BHEL.
9.55	All safety precautions shall be taken for welding and cutting operations as per IS-818. All safety precautions shall be taken for foundation and other excavation marks as per IS-3764.
9.56	.All gas cylinders shall be stored in upright position. Suitable trolley shall be used. There shall be flash-back arrestors conforming to IS-11006 at both cylinder and burner ends. Damaged tube and regulators must be immediately replaced. No of cylinders shall not exceed the specified quantity as per OCP
9.57	These safety provisions should be brought to the notice of all concerned by display on a notice board at a prominent, place at work spot. The persons responsible for compliance of the safety code shall be named therein by the Contractor
9.58	To ensure effective enforcement of the rules and regulations relating to safety precautions the arrangement made by the contract shall be open to inspection by the Engineer or the Engineer's Representative.
9.59	Keeping the work area clean/ free from debris, removed scaffoldings, scraps, insulation/sheeting wastage /cut pieces, temporary structures, packing woods etc. will be in the scope of the contractor. Such cleanings has to be done by contractor within quoted rate, on daily basis by an identified group. If such activity is not carried out by contractor / BHEL is not satisfied, then BHEL may get it done by other agency and actual cost alongwith BHEL overheads will be deducted from contractor's bill. Such decisions of BHEL shall be binding on the contractor.
9.60	Notwithstanding the above clauses there is nothing to exit the Contractor from the operations of any other Act or Rule in force in area of work in this respect. Provided always that all safety measures apart from those specifically provided in this agreement which are brought to the notice of the Contractor from time to time by the Engineer shall be complied by the Contractor. Provided further that all consequences, damages, or losses arising by reason of any safety code shall be met with by the

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	Contractor.																																																															
9.61	<u>NON COMPLIANCE:-</u> NONCONFORMITY OF SAFETY RULES AND SAFETY APPLIANCES WILL BE VIEWED SERIOUSLY AND BHEL HAS RIGHT TO IMPOSE FINES ON THE CONTRACTOR AS UNDER <u>for every instance of violation noticed:</u> <table><tr><th>SN</th><th>Violation of Safety Norms</th><th>Fine (in Rs)</th></tr><tr><td>01</td><td>Not Wearing Safety Helmet</td><td>50/- *</td></tr><tr><td>02.</td><td>Not wearing Safety Belt or not anchoring life line</td><td>100/-*</td></tr><tr><td>03</td><td>Not wearing safety shoe</td><td>100/-*</td></tr><tr><td>04</td><td>Not keeping gas cylinders vertically</td><td>100/-</td></tr><tr><td>05</td><td>Not using flash back arrestors</td><td>50/-</td></tr><tr><td>06</td><td>Not wearing gloves</td><td>50/- *</td></tr><tr><td>07.</td><td>Grinding Without Goggles</td><td>50/- *</td></tr><tr><td>08.</td><td>Not using 24 V Supply For Internal Work</td><td>500/-</td></tr><tr><td>09.</td><td>Electrical Plugs Not used for hand Machine</td><td>100/-</td></tr><tr><td>10.</td><td>Not Slinging property</td><td>200/-</td></tr><tr><td>11.</td><td>Using Damaged Sling</td><td>200/-</td></tr><tr><td>12.</td><td>Lifting Cylinders Without Cage</td><td>500/-</td></tr><tr><td>13.</td><td>Not Using Proper Welding Cable With Lot of Joints And Not Insulated Property.</td><td>200/-</td></tr><tr><td>14.</td><td>Not Removing Small Scrap From Platforms</td><td>200/-</td></tr><tr><td>15.</td><td>Gas Cutting Without Taking Proper Precaution or Not Using Sheet Below Gas Cutting</td><td>200/-</td></tr><tr><td>16.</td><td>Not Maintaining Electric Winches Which are Operated Dangerously</td><td>500/-</td></tr><tr><td>17.</td><td>Improper Earthing Of Electrical T&P</td><td>500/-</td></tr><tr><td>18</td><td>No or improper barricading</td><td>500/-</td></tr><tr><td>19.</td><td>Activity carried out without Safety work permit (Height work, Lifting activity, Hot work-each person/case)</td><td>1000/-</td></tr><tr><td>20.</td><td>Accident Resulting in Partial Loss in Earning Capacity</td><td>25,000/- per victim</td></tr></table>	SN	Violation of Safety Norms	Fine (in Rs)	01	Not Wearing Safety Helmet	50/- *	02.	Not wearing Safety Belt or not anchoring life line	100/-*	03	Not wearing safety shoe	100/-*	04	Not keeping gas cylinders vertically	100/-	05	Not using flash back arrestors	50/-	06	Not wearing gloves	50/- *	07.	Grinding Without Goggles	50/- *	08.	Not using 24 V Supply For Internal Work	500/-	09.	Electrical Plugs Not used for hand Machine	100/-	10.	Not Slinging property	200/-	11.	Using Damaged Sling	200/-	12.	Lifting Cylinders Without Cage	500/-	13.	Not Using Proper Welding Cable With Lot of Joints And Not Insulated Property.	200/-	14.	Not Removing Small Scrap From Platforms	200/-	15.	Gas Cutting Without Taking Proper Precaution or Not Using Sheet Below Gas Cutting	200/-	16.	Not Maintaining Electric Winches Which are Operated Dangerously	500/-	17.	Improper Earthing Of Electrical T&P	500/-	18	No or improper barricading	500/-	19.	Activity carried out without Safety work permit (Height work, Lifting activity, Hot work-each person/case)	1000/-	20.	Accident Resulting in Partial Loss in Earning Capacity	25,000/- per victim
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	21.	Fatal Accident/Accidents Resulting in total loss in Earning Capacity	1,00,000/- per victim #
	Legend:-*: per head, #: or as deducted by Customer whichever is higher Any other non-conformity noticed not listed above will also be fined as deemed fit by BHEL. The decision of BHEL engineer is final on the above. The amount will be deducted from running bills of the contractor. The amount collected above will be utilized for giving award to the employees who could avoid accident by following safety rules. Also the amount will be spent for purchasing the safety appliances and supporting the safety activity at site.		
9.61	<u>CITATION:-</u>If safety record of the contractor in execution of the awarded job is to the satisfaction of safety department of BHEL, issue of an appropriate certificate to recognize the safety performance of the contractor may be considered by BHEL after completion of the job		
9.62	<u>MEMORANDUM OF UNDERSTANDING</u> After Award Of Work, Contractors Are Required To Enter Into A Memorandum Of Understanding As Given Below: <u>Memorandum of Understanding</u> ➤ BHEL, Power Sector _____ Region is committed to Health, Safety and Environment Policy (EHS Policy). ➤ M/s _____ do hereby also commit to the same EHS Policy while executing the Contract Number _____ ➤ M/s _____ shall ensure that safe work practices not limited to the above are followed by all construction workers and supervisors. Spirit and content therein shall be reached to all workers and supervisors for compliance. ➤ BHEL will be carrying out EHS audits twice a year and M/s _____ shall ensure to close any non-conformity observed/reported within fifteen days. Signed by authorized representative of M/s ----- Name : Place & Date:		

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Chapter-X: RA Bill Payments

10.0	RA Bill Payments
10.1	The contractor shall submit his monthly RA bills with all the details required by BHEL on specified date every month covering progress of work in all respects and areas for the previous calendar month.
10.2	Mode of payment and measurement of work completed shall be as per relevant clauses of General Conditions of Contract
10.3	Release of payment in each running bill including PVC Bills where ever applicable will be restricted to 95% of the value of work admitted as per stages of progressive pro rata payments.
10.4	The 5% thus remaining shall be treated as 'Retention Amount' and shall be released as per terms specified in the General Conditions of Contract.
10.5	The payment for running bills will normally be released within 30 days of submission of running bill complete in all respects with all documents. It is the responsibility of the contractor to make his own arrangements for making timely payments towards labour wages, statutory payments, outstanding dues etc and other dues in the meanwhile. In case of Civil works, 60% of RA Bills complete and correct in all respects and certified by BHEL Engineer, shall be paid within 15 days of receipt. Balance payment shall be within 30 days.
10.6	BHEL shall release payment through Electronic Fund Transfer (EFT)/RTGS. In order to implement this system, Contractor to furnish details pertaining to his Bank Accounts where proceeds will be transferred through BHEL's banker, as per prescribed formats: Note: BHEL may also choose to release payment by other alternative modes as applicable
10.7	Paying Authority shall be the Construction Manager of the Site. Any change in the paying Authority shall be intimated to the Contactor accordingly.

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Chapter-XI : Performance Monitoring

11.0	Performance Monitoring
11.1	Performance of the contractor is monitored through various reports/reviews and shall be jointly evaluated every month for unit wise identified packages as per prescribed formats. Based on the net weighted scores obtained, Contractors shall be rated 'Good' or 'Satisfactory' or 'Unsatisfactory'
11.2	In case of any dispute on performance rating and the contractor refuses to sign on the performance rating given by BHEL package Incharge, the same shall be reviewed by BHEL site Incharge/Construction Manager and his decision shall be final.
11.3	Release of RA Bills will be contingent upon joint evaluation of performance
11.4	Performance of the contractor will be taken into consideration for assessing the capacity of the bidder to execute future jobs under tender, as detailed in the Notice Inviting Tender. Risk of non evaluation or non availability of the Monthly performance evaluation reports is to be borne by the Bidder.
11.5	In case of 'Unsatisfactory performance' for a continuous period of three or more months for a package or packages, BHEL has the right to get the balance works executed at the risk and cost of the contractor.
11.6	In case of 'Unsatisfactory performance' in a financial year, BHEL reserves the right to put on hold such Contractors for a period of six months for similar package or similar packages

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Chapter-XII: Suspension of Business Dealings

12.0	Suspension of Business dealings
12.1	BHEL reserves the right to take action against contractors who fail to perform or indulge in malpractices, by suspending business dealings with them.
12.2	Suspension could be in the form of 'Hold', 'De-listing' or 'Banning' a contractor.
12.3	A bidder may be put on HOLD for a period of 6 months, for future tenders for specific works on the basis of one or more of the following reasons: a) Bidder does not honour his own offer or any of its conditions within the validity period. b) Bidder fails to respond against three consecutive enquires of BHEL. c) After placement of order, Bidder fails to execute a contract. d) Bidder fails to settle sundry debt account, for which he is legitimately liable, within one year of its occurrence. e) Bidder's performance rating falls below 60% in specific category (more fully described in chapter 'Performance Monitoring') f) Bidder works are under strike/ lockout for a long period.
12.4	A Bidder may be de-listed from the list of registered Bidders of the region for a period of 1 year on the basis of one or more of the following reasons:- a) Bidder tampers with tendering procedure affecting ordering process or commits any misconduct which is contrary to business ethics. b) Bidder has substituted, damaged, failed to return, short returned or unauthorizedly disposed off materials/ documents/ drawings/ tools etc of BHEL. c) Bidder no longer has the technical staff, equipment, financial resources etc. required to execute the orders/ contracts.
12.5	A Bidder can be banned from doing any business with all Units of BHEL for a period of 3 years on the basis of one or more of the following reasons: a) Bidder is found to be responsible for submitting fake/ false/ forged documents, certificates, or information prejudicial to BHEL's interest. b) In spite of warnings, the Bidder persistently violates or circumvents the provisions of labour laws/ regulations/ rules and other statutory requirements. c) Bidder is found to be involved in cartel formation

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Chapter-XII: Suspension of Business Dealings

	d) The Bidder has indulged in malpractices or misconduct such as bribery, corruption and fraud, pilferage etc which are contrary to business ethics. e) The Bidder is found guilty by any court of law for criminal activity/ offences involving moral turpitude in relation to business dealings. f) The Bidder is declared bankrupt, insolvent, has wound up or been dissolved; i.e ceases to exist for all practical purposes. g) Bidder is found to have obtained Official Company information/ documentation by questionable means. h) Communication is received from the administrative Ministry of BHEL to ban the Bidder from business dealings.
12.6	Contracts already entered with a contractor before the date of issue of order of 'HOLD' or 'DE-LISTING' shall not be affected.
12.7	All existing contracts with a 'BANNED' contractor shall normally be short closed
12.8	Once the order for suspension is passed, existing offers/new offers of the contractor shall not be entertained
12.9	The above guidelines are not exhaustive but enunciate broad principles governing action against contractors

FORMS & PROCEDURES

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1.3	No Deviation Certificate	F-3 (Rev 00)	
1.4	Declaration confirming knowledge about Site Conditions	F-4 (Rev 00)	
1.5	Declaration for relation in BHEL	F-5 (Rev 00)	
1.6	Non Disclosure Certificate	F-6 (Rev 00)	
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1.8	Form for seeking clarifications	F-8 (Rev 00)	
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1.16	Evaluation of Contractor Performance (Quarterly)	F-16 (Rev 00)	Deleted
1.17	Evaluation of Contractor Performance (Annual)	F-17 (Rev 01)	Under revision ##
1.18	Evaluation of Contractor Performance for the Contract (Overall)	F-18 (Rev 01)	Under revision ##

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1.28	Final Bill Submission format with No Claim Certificate and No Demand Certificate	WAM-7	
1.29	PROFORMA FOR PERFORMANCE BANK GUARANTEE		
1.30	BANK GUARANTEE FOR SD CUM PBG BOND		
2.0	Procedures		
2.1	Procedure and Business Rules for Reverse Auction	As per Company Policy	
2.2	Integrity Pact	As per Company Policy	
3.0	Customer specific procedures		
3.1			

- BANK GUARANTEE FORMATS FOR "RELEASE OF AMOUNTS WITHED/ LIQUIDATED DAMAGES AMOUNT", "SUPPLY FREE ISSUE MATERIAL" & "EARNEST MONEY" IS ALSO GIVEN.

: will be released later

FORMS & PROCEDURES

Form No: F-01 (Rev 00)

OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER (To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

Offer Reference No:.....

Date:.....

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Submission of Offer against Tender Specification No:

I/We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited, Power Sector-....., in accordance with the terms and conditions thereof.

I/We have carefully perused the following listed documents connected with the above work and agree to abide by the same.

1. Amendments/Clarifications/Corrigenda/Errata/etc issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Price Bid
4. Technical Conditions of Contract
5. Special Conditions of Contract
6. General Conditions of Contract
7. Forms and Procedures

Should our Offer be accepted by BHEL for Award, I/we further agree to furnish 'Security Deposit' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

I/We further agree to execute all the works referred to in the said Tender documents upon the terms and conditions contained or referred to therein and as detailed in the appendices annexed thereto.

I/We have deposited/depositing herewith the requisite Earnest Money Deposit (EMD) as per details furnished in the Check List.

Authorised Representative of Bidder

Signature :

Name :

Address :

Place:

Date:

FORMS & PROCEDURES

Form No: F-02 (Rev 00)

DECLARATION BY AUTHORISED SIGNATORY OF BIDDER

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration by Authorised Signatory**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

I/We, hereby certify that all the information and data furnished by me with regard to the above Tender Specification are true and complete to the best of my knowledge. I have gone through the specifications, conditions, stipulations and all other pertinent issues till date, and agree to comply with the requirements and Intent of the specification.

I further certify that I am authorised to represent on behalf of my Company/Firm for the above mentioned tender and a valid Power of Attorney to this effect is also enclosed.

Yours faithfully,

(Signature, Date & Seal of Authorized
Signatory of the Bidder)

Date:

Enclosed : Power of Attorney

FORMS & PROCEDURES

Form No: F-03 (Rev 00)

NO DEVIATION CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **No Deviation Certificate**

Ref : 1) NIT/Tender Specification No:,

2) All other pertinent issues till date

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website/ issued by BHEL and in case of such observance at any stage, it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions, unqualified compliance to Tender Conditions, Integrity Pact (if applicable) and acceptance to Reverse Auctioning process.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorized
representative of the bidder)

FORMS & PROCEDURES

Form No: F-04 (Rev 00)

DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration confirming knowledge about Site conditions**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

I/We, _____ hereby declare and confirm that we have visited the Project Site as referred in BHEL Tender Specifications and acquired full knowledge and information about the Site conditions including Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Site. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions.

I/We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

(Signature, Date & Seal of Authorized
Representative of the Bidder)

Date :

Place:

FORMS & PROCEDURES

Form No: F-05 (Rev 00)

DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Declaration for relation in BHEL**

Ref : 1) NIT/Tender Specification No:,

I/We hereby submit the following information pertaining to relation/relatives of Proprietor/Partner(s)/Director(s) employed in BHEL

Tick(✓) any one as applicable:

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)

(ii)

Signature of the Authorised Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable action against the Bidder/Contractor.

FORMS & PROCEDURES

Form No: F-06 (Rev 00)

NON DISCLOSURE CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

NON DISCLOSURE CERTIFICATE

I/We understand that BHEL PS __ is committed to Information Security Management System as per their Information Security Policy.

Hence, I/We M/s.....
who are submitting offer for providing services to BHEL PS __ against
Tender Specification No: _____,
hereby undertake to comply with the following in line with Information
Security Policy of BHEL PS __, _____

- To maintain confidentiality of documents & information which shall be used during the execution of the Contract.
- The documents & information shall not be revealed to or shared with third party which shall not be in the business interest of BHEL PS__.

(Signature, date & seal of Authorized
Signatory of the bidder)

Date:

FORMS & PROCEDURES

Form No: F-07 (Rev 00)

BANK ACCOUNT DETAILS FOR E-PAYMENT

(To be given on Letter head of the Company /Firm of Bidder, and **ENDORSED (SIGNED & STAMPED) BY THE BANK** to enable BHEL release payments through Electronic Fund Transfer (EFT/RTGS))

1. Beneficiary Name :
2. Beneficiary Account No. :
3. Bank Name & Branch :
4. City/Place :
5. 9 digit MICR Code of Bank Branch :
6. IFSC Code of Bank Branch :
7. Beneficiary E-mail ID :
(for payment confirmation)

NOTE: In case Bank endorsed certificate regarding above has already been submitted earlier, Kindly submit photocopy of the same

FORMS & PROCEDURES

Form No: F-08 (Rev 00)

FORMAT FOR SEEKING CLARIFICATION

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : **Request for Clarification**

Ref : 1) NIT/Tender Specification No:
2) All other pertinent issues till date

Sl no	Reference clause of Tender Document	Existing provision	Bidder's query	BHEL's clarification
1				
2				
3				

Yours faithfully,

(Signature, date & seal of Authorized
Representative of the Bidder)

FORMS & PROCEDURES

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Form No: F-09 (Rev 00)

CAPACITY EVALUATION OF BIDDERS FOR CURRENT TENDER

SL NO.	DESCRIPTION OF WORK (Similar to Tendered Scope)	WORK ORDER REF & DATE	CONTRACT VALUE (Rs. LACS)	CUSTOMER NAME & ADDRESS	CURRENT STATUS OF THE JOB ALONG WITH LATEST MILE STONE COMPLETED	%AGE OF WORK COMPLETED	VALUE OF BALANCE WORK (Rs. Lacs)
1							
2							
3							
4							
5							

NOTES:

1. BIDDERS ARE REQUIRED TO FURNISH ALL THE JOBS OF SIMILAR NATURE WHICH THEY ARE EXECUTING (IN PROGRESS) AT THE TIME OF SUBMISSION OF TENDER, AS PER ABOVE FORMAT.

2. BIDDERS HEREBY UNDERTAKE THAT THEY HAVE FURNISHED THE DETAILS SOUGHT AS PER POINT NO. 1 IN TOTALITY AND THAT THE DETAILS FURNISHED IS COMPLETE IN ALL RESPECT.

3. BHEL WILL TAKE APPROPRIATE ACTION AS DEEMED FIT , IN CASE, IT IS FOUND AT A LATER DATE THAT THE CONTRACTOR HAD SUPPRESSED THE FACTS AND HAVE NOT FURNISHED THE CORRECT & COMPLETE INFORMATIONS.

Signature

DATE :

PLACE:

Name, Designation & Seal of Bidder

FORMS & PROCEDURES

CONTRACT AGREEMENT

Form No: F-10 (Rev 00)

BHARAT HEAVY ELECTRICALS LIMITED
(A Government of India Undertaking)
Power Sector – Region

CONTRACT AGREEMENT

AGREEMENT NO. _____

NAME OF WORK	
NAME OF THE CONTRACTOR WITH FULL ADDRESS	
VALUE OF WORK AWARDED	
LETTER OF INTENT NO.	
TIME ALLOTTED FOR COMPLETING THE WORK (DATE OF COMPLETION)	

SIGNATURE OF CONTRACTOR

(SIGNATURE OF BHEL OFFICER)

FORMS & PROCEDURES

CONTRACT AGREEMENT

THIS AGREEMENT MADE THIS _____ DAY OF _____ between BHARAT HEAVY ELECTRICALS LIMITED (A Government of India Enterprise) a Company incorporated under the Companies Act, 1956, having its Registered Office at BHEL House, Siri Fort New Delhi- 110049 (herein after called BHEL) of the ONE PART.

AND

M/S _____
_____ (hereinafter called the 'Contractor') of the SECOND PART.

WHEREAS M/s -----state that they have acquired and possess extensive experience in the field of -----

And Whereas in response to an Invitation to Tender No. ----- issued by BHEL for execution of ----- the contractor submitted their offer No.- -----dated -----And whereas BHEL has accepted the offer of the Contractor on terms and conditions specified in the Letter of Intent No.-----dated -----read with the references cited therein.

THIS AGREEMENT WITNESSES AND it is hereby agreed by and between the parties as follows:

1. That the contractor shall execute the work of -----and more particularly described in Tender Specification No -----including Drawings and Specifications (hereinafter called the said works) in accordance with and subject to terms and conditions contained in these presents, instructions to Tenderers, General Conditions of Contract, Special Conditions, Annexures, Letter of Intent dated -----and such other instructions, Drawings, Specifications given to him from time to time by BHEL.
2. The Contractor is required to furnish to BHEL Security deposit in the form of cash/ approved securities/ Bank Guarantee valid upto ----- for a sum of Rs.----- towards satisfactory performance and completion of the Contract.
3. The Contractor has furnished a Bank Guarantee bearing no.-----dated -----for a sum of Rs.-----executed by ----- in favour of BHEL towards Security Deposit valid upto -----

OR

The Contractor has furnished to BHEL an initial Security Deposit of Rs.-----in the form of cash / approved Securities/ B.G No.----- dated ----- for Rs.-----executed by ----- in favour of BHEL valid upto ----- and has agreed for recovery of the balance security deposit by BHEL @ 10% of the value of work done from each running bill till the entire Security Deposit is recovered.

OR

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The contractor has furnished to BHEL an initial Security Deposit of Rs.----- (Rs.----- vide Bank draft No.----- dated ----- and by adjusting EMD of Rs.----- submitted vide Bank draft No.----- dt.-----) and has agreed for recovery of balance Security Deposit by BHEL @ 10% of the value of work done from each running bill till the entire security deposit is recovered.

4. The Contractor hereby agrees to extend the validity of the Bank Guarantee for such further period or periods as may be required by BHEL and if the Contractor fails to obtain such extension(s) from the Bank, the Contractor, shall pay forthwith or accept recovery of Rs.----- from the bills in one installment and the contractor further agrees that failure to extend the validity of the Bank Guarantee or failure to pay the aforesaid amount in the manner specified above shall constitute breach of contract. In addition to above, BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum of Rs.-----

OR

In case the contractor furnishes the bank guarantee at a later date the contractor hereby agrees to extend the validity of bank guarantee for such further period or periods as may be required by BHEL and if the contractor fails to obtain such extension(s) from the bank, the contractor shall pay forthwith or accept recovery of the amount of bank guarantee given in lieu of security deposit from the bills in one installment and the contractor further agrees that failure to extend the validity of bank guarantee or failure to pay the aforesaid amount in the manner specified above shall constitute breach of contract. In addition to above, BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum.

5. That in consideration of the payments to be made to the Contractor by BHEL in accordance with this Agreement the Contractor hereby covenants and undertakes with BHEL that they shall execute, construct, complete the works in conformity, in all respects, with the terms and conditions specified in this Agreement and the documents governing the same.
6. That the Contractor shall be deemed to have carefully examined this Agreement and the documents governing the same and also to have satisfied himself as to the nature and character of the Works to be executed by him.
7. That the Contractor shall carry out and complete the execution of the said works to the entire satisfaction of the Engineer or such other officer authorised by BHEL, within the agreed time schedule, the time of completion being the essence of the Contract.
8. That BHEL shall, after proper scrutiny of the bills submitted by the Contractor, pay to him during the progress of the said works such sum as determined by BHEL in accordance with this Agreement.
9. That this Agreement shall be deemed to have come into force from ----- the date on which the letter of intent has been issued to the Contractor.

FORMS & PROCEDURES

10. That whenever under this contract or otherwise, any sum of money shall be recoverable from or payable by the Contractor, the same may be deducted in the manner as set out in the General Conditions of Contract or other conditions governing this Agreement.
11. That all charges on account of Octroi, Terminal and other taxes including sales tax or other duties on material obtained for execution of the said works shall be borne and paid by the Contractor.
12. That BHEL shall be entitled to deduct from the Contractor's running bills or otherwise Income Tax under Section 194 (C) of the Income Tax Act, 1961.
13. That BHEL shall be further entitled to recover from the running bills of the Contractor or otherwise such sum as may be determined by BHEL from time to time in respect of consumables supplied by BHEL, hire charges for tools and plants issued (Where applicable) and any other dues owed by the Contractor.
14. That it is hereby agreed by and between the parties that non-exercise, forbearance or omission of any of the powers conferred on BHEL and/or any of its authorities will not in any manner constitute waiver of the conditions hereto contained in these presents and the liability of the Contractor with respect to compensation payable to BHEL or Contractor's obligations shall remain unaffected.
15. It is clearly understood by and between the parties that in the event of any conflict between the Letter of Intent and other documents governing this Agreement, the provisions in the Letter of Intent shall prevail.

16. The following documents

1. Invitation to Tender No-----
and the documents specified therein.
2. Contractor's Offer No-----
dated-----.
3. _____
4. _____
5. _____
6. Letter of Intent No_____ dated_____.
7. _____

shall also form part of and govern this Agreement.

IN WITNESS HEREOF, the parties hereto have respectively set their signatures in the presence of

WITNESS

(CONT

RACTOR)

FORMS & PROCEDURES

1. (to be signed by a person holding
a valid Power of Attorney)

2.

WITNESS (For and on behalf of BHEL)

1.

2.

PROFORMA OF BANK GUARANTEE (in lieu of SECURITY DEPOSIT)

In consideration of the Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091 having agreed to exempt (Name of the Vendor / Contractor / Supplier) having its registered office at _____¹ (hereinafter called the said Contractor which term includes supplier), from demand under the terms and conditions of the Contract reference No. _____² dated _____² valued at Rs.² (Rupees -----)² for <Nature of the Work>³ (hereinafter called the said Contract) of Security Deposit for the due fulfilment by the said contractor of the terms and conditions contained in the said Contract, on production of a Bank Guarantee for Rs. _____⁴ (Rupees _____ only), we _____ (indicate the name and address of the Bank) having its Head Office at _____ (address of the head Office) (hereinafter referred to as the Bank) at the request of _____ [Name of Contractor(s)] do hereby undertake to pay to the Employer an amount not exceeding Rs. _____ in the event of any breach by the said Contractor(s) of any of the terms and conditions contained in the said Contract.

We, _____ (indicate the name of the Bank), do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Employer. Any such demand made on the bank, shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this guarantee shall be a valid discharge of our liability for payment hereunder and the Contractor(s) shall have no claim against us for making such payment.

We, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claim satisfied or discharged or till _____⁵ or till the office/Department/Division of Bharat Heavy Electricals Limited certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said contractor(s) and also including the satisfactory performance of the equipment during guarantee period and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the _____⁶, (3 months more than the present date of validity of Bank Guarantee) we shall be discharged from all the liability under this guarantee thereafter.

We, _____ (indicate the name of the Bank) _____ further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Contract and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s).

We, BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed⁷
- b) This Guarantee shall be valid up to⁸
- c) Unless the Bank is served a written claim or demand on or before _____⁹ (3 months more than the present date of validity of Bank Guarantee) all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, _____ (indicate the name of the Bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts of at Kolkata only.

Date _____ Day of _____
for _____ (indicate the name of the Bank) _____

(Signature of Authorised signatory)

¹ NAME AND ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER .

² DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

³ PROJECT/SUPPLY DETAILS

⁴ BG AMOUNT IN FIGURES AND WORDS

⁵ VALIDITY DATE

⁶ DATE OF EXPIRY OF CLAIM PERIOD

⁷ BG AMOUNT IN FIGURES AND WORDS.

⁸ VALIDITY DATE

⁹ DATE OF EXPIRY OF CLAIM PERIOD

Note:

1. Units are advised that expiry of claim period may be kept 2/3 months after validity date.

2. In Case of Bank Guarantees submitted by Foreign Vendors-

- a. **From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
- b. **From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**
 - b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter-Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.

- b.2** In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
- b.3** The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
- b.4** The BG should clearly specify that the demand or other document can be presented in electronic form.

BANK GUARANTEE FOR ADVANCE

Bank Guarantee No:

Date:

To

NAME

& ADDRESSES OF THE BENEFICIARY

Dear Sirs,

In consideration of the Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091 having awarded to (Name of the Vendor / Contractor / Supplier) having its registered office at _____¹ (hereinafter called "the Contractor" which expression shall include its successors and permitted assigns) a contract Ref No.....dated²valued at Rs.....(Rupees -----) for <Nature of Work> ³(hereinafter called the 'Contract')

AND WHEREAS the Employer has agreed to advance to the Contractor, a sum of Rs..... (Rupees..... only), equivalent to _____% of the said value of the Contract (hereinafter called "the said Advance"), upon the condition, that the said Advance shall be secured by undertaking guarantee for Rs ----- (Rupees -----)⁴ from a Bank as hereinafter appearing.

We,, (hereinafter referred to as the Bank), having registered/Head office at and a branch at being the Guarantor under this Guarantee, hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer without any demur, merely on your first demand any sum or sums upto a maximum amount but not exceeding Rs ----- (Rupees -----).

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor/ Supplier in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment hereunder and the Contractors/Supplier shall have no claim against us for making such payment.

We theBank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.

We Bank further agree that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Contractor/Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Contractor/Supplier and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/Supplier or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Contractor/Supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's liabilities.

This Guarantee shall remain in force upto and including.....⁵ and shall be extended from time to time on the request of the Employer for such period as may be desired by the Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor/Supplier but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms hereof. However, unless a demand or claim under this Guarantee is made on us in writing on or before the⁶ (3 months more than the present date of validity of Bank Guarantee) we shall be discharged from all liabilities under this Guarantee.

We, BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁷
- b) This Guarantee shall be valid up to⁸
- c) Unless the Bank is served a written claim or demand on or before⁹ (3 months more than the present date of validity of Bank Guarantee) all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank

We, Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts of at Kolkata only.

For and on behalf of
(Name of the Bank)

Date.....

Place of Issue.....

¹ NAME OF VENDOR /CONTRACTOR / SUPPLIER

² DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

³ PROJECT/SUPPLY DETAILS

⁴ BG AMOUNT IN FIGURES AND WORDS

⁵ VALIDITY DATE

⁶ DATE OF EXPIRY OF CLAIM PERIOD

⁷ BG AMOUNT IN FIGURES AND WORDS

⁸ VALIDITY DATE

⁹ DATE OF EXPIRY OF CLAIM PERIOD

Note:

1. Units are advised that expiry of claim period may be kept 2/3 months after validity date.
2. In Case of Bank Guarantees submitted by Foreign Vendors-
 - a. **From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
 - b. **From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**
 - b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2 **In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank** (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
 - b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
 - b.4 The BG should clearly specify that the demand or other document can be presented in electronic form.

FORMS & PROCEDURES

Form No: F-13 (Rev 00)

FORM for EXTENSION OF VALIDITY OF BANK GUARANTEE

1. To be typed on non judicial Stamp Papers of value as applicable in the State of India from where the BG has been issued or the State of India where the BG shall be operated
2. The non judicial stamp papers shall be purchased in the name of the Party on whose behalf the BG is being issued or the BG issuing Bank

BANK GUARANTEE No:

Date:.....

To

(Write Designation and Address of Officer of BHEL inviting the Tender)

Dear Sir

Sub : Validity of Bank Guarantee No:..... Dated for
..... Rs in favour of yourself, expiry date, on
account of M/s in respect of Contract
Number....., (herein after called the Original bank Guarantee)

At the request of M/s....., we Bank, having its
branch Office at and having Head office at, do
hereby extend our liability under the above mentioned Bank Guarantee number..... dated
..... for a further period ofMonths/years from to expire on
.....

Except as provided above, all other terms and conditions of the Original Bank Guarantee No
..... Dated..... shall remain unaltered and binding on us.

Kindly treat this extension as an integral part of the original Bank Guarantee to which it would be attached.

Yours faithfully

Signature.....

Name & Designation.....

Power of Attorney/Signing Power No

Seal of Bank

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#1.01	Cumulative number of days in the month, the nominated Quality Officer or his authorised nominee was not available	QUALITY	1.5		Quality Officer or his authorised nominee should be available for all the days of working at site	Daily Log Book entry/Incident Registers/letter references
#1.02	Number of instances of non- compliance wrt FQP, Standard Drawings, Specifications, E&C Manuals etc.	QUALITY	1.5		No deviation from FQP, Standard Drawings, Specifications, E&C Manuals etc. is allowed without BHEL Engineer's approval.	Daily Log Book entry/Incident Registers/letter references
#1.03	Percentage submission of test certificates for batches of welding electrodes, cement, sand, aggregate, consumable, Paints etc. as applicable for this month OR In case of MM & MH package, monthly checks for Storage/Preservation of material.	QUALITY	1		Submission of 100% Test certificates for materials as per FQP is mandatory. MM & MH package: Storage/Preservation as per manual/procedure.	Daily Log Book entry/Incident Registers/letter references
#1.04	Number of incidences of improper storage & preservation (not in accordance to the guidelines of BHEL MUs or approved FQP) of materials, consumables (viz. gases, welding electrodes & fluxes, fuel etc.) & bought-out items (paints, fasteners etc.) under the custody of the contractor	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#1.05	Rework/ Rejection instances in a month necessitated due to deviation from Standard Drawings /Specifications /Manuals /E&C procedures /FQPs or due to Poor Workmanship by contractor	QUALITY	2		Reworks/ Rejection should be as minimum as possible. Total number of reworks/ rejections due to reasons attributable to contractor.	Daily Log Book entry/Incident Registers/letter references
#1.06	Delay in preparation & submission of signed protocols / log sheets / site register / NDT test reports as per approved FQP/ Qualified Welder List along with photocopies of Welder ID cards / Welder Performance Evaluation records etc. in the month OR in case of MM / MH package reconciliation statement / verification report.	QUALITY	1		Within 2 days of measurements taken or within first 3 working days of next month, as advised by BHEL Engineer	Daily Log Book entry/Incident Registers/letter references
#1.07	Number of instances for Major equipment/product failure due to negligence/improper work/poor workmanship by contractor	QUALITY	1		No such event should happen	Daily Log Book entry/Incident Registers/letter references
#1.08	Total number of complaints received in the month on the quality of finish / aesthetics	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#2.01	Cumulative number of days of delay in submission of Plan FOR THE MONTH supported by deployment plan of Major T&Ps and Manpower (as per Form F-14) and relevant construction/layout drawings - like A4 plan / elevation views of plan status for structures / pressure parts/Civil Works, Piping isometrics for piping, Layout / PID / System reference sketch, Unloading / storage plans etc.as applicable.	PERFORMANCE	5		Number of days delayed from second working day of the month	Daily Log Book entry/Incident Registers/letter references
#2.02	Percentage of timely submission of Daily Reports for Progress of work, Resources, Consumables etc.	PERFORMANCE	1.5		Percentage of timely submission of daily reports/ Scheduled date is successive next day for each day	Daily Log Book entry/Incident Registers/letter references
#2.03	Number of days delayed for submission of FQP log sheets / protocols / Monthly Progress Reports for the work executed during the month under measurement	PERFORMANCE	1.5		Number of days delayed/Scheduled date is first 2 working days of next month	Daily Log Book entry/Incident Registers/letter references
#2.04	Percentage Shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL" for the month as per Form-14	PERFORMANCE	35		As per Part-A of Form-14	Progress review formats
#2.05	Number of days delayed in submission of Running bills with complete supporting documents (including updated reconciliation statement of BHEL issued material) for the month	PERFORMANCE	2		Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#2.06	Number of times the Top Management of contractor did not respond to critical issues of site, for the month	PERFORMANCE	1		Total number of instances	Daily Log Book entry/Incident Registers/letter references
#2.07	Cumulative number of days in the month the works were stopped / refused on interpretation of contract clauses/scope due to tendency of taking undue advantage by interpreting contract clauses in their favour	PERFORMANCE	2		Cumulative number of days lost	Daily Log Book entry/Incident Registers/letter references
#2.08	Number of times rework was refused by contractor	PERFORMANCE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#2.09	Cumulative number of days in the month recording / logging was not done in daily log / history register / hindrance register / soft form in a PC maintained at BHEL Site Office	PERFORMANCE	1		Cumulative number of days recording or logging was not done / all days of the month	Daily Log Book entry/Incident Registers/letter references
#3.01	Percentage of Manpower Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B2 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.02	Percentage of T&P Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B1 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.03	Cumulative number of major instances in the month hampering / affecting progress of work due to breakdown or non-availability of major T&P and MME for the work, under the scope of Contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#3.04	Cumulative number of major instances in the month hampering / affecting progress of work due to non-availability of Consumables/ use of improper consumables under the scope of contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#4.01	Number of non-compliances during the month for Statutory requirements like validity of Labour Licence, Insurance Policy, Labour Insurance, PF, BOCW Compliance etc. and any other applicable laws/ Regulation, Electrical Licence, T&P fitness certificate, Contractors' All Risk Policy etc. as applicable	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#4.02	Cumulative number of days in a month poor illumination is reported at storage area, erection area, pre-assembly area and other designated areas by BHEL site.	SITE INFRASTRUCTURE & SERVICE	0.5		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.03	Cumulative number of days of non-availability of well-maintained toilets facilities for workers (separate for men and women) and non-availability of potable drinking water stations for workers in specified areas.	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#4.04	Total number of instances in the month, Housekeeping NOT attended to in spite of instructions by BHEL -i.e. removal / disposal of surplus earth / debris / scrap / unused / surplus cable drums / other electrical items / surplus steel items / packing materials, thrown out scrap like weld butts, cotton waste etc. from the working area to identified locations	SITE INFRASTRUCTURE & SERVICE	2		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.05	Total number of instances in a month, Site Office with reasonably good facilities including enough nos. of computers and printers etc. for use by office and supporting staff was not made available/maintained.	SITE INFRASTRUCTURE & SERVICE	0.5		No discrepancy during regular or surprise visits	Photograph and report of the Engineer
#5.01	Number of days delayed in making labour payments for the last month	SITE FINANCE	2		Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#5.02	Number of complaints from labour/ sub supplier/ sub-contractor for non-receipt of payments from contractor	SITE FINANCE	1.5		Total number of complaints or reporting	Daily Log Book entry/Incident Registers/letter references
#5.03	Number of times the site operations were hampered for want of funds at the disposal of site-in-charge.	SITE FINANCE	1.5		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#6.01	Cumulative number of days in a month the nominated Safety Officer was not available	HSE & SA	1		Safety Officer should be available for all the days	Daily Log Book entry/Incident Registers/letter references
#6.02	Shortfall in number of weekly safety meetings in the month conducted or attended by the Safety Officer	HSE & SA	0.5		Safety meetings to be held every week	Copy of Minutes of meeting
#6.03	Level of compliance w.r.t decisions taken in previous Safety meetings	HSE & SA	0.5		Number of consolidated issues discussed in Safety meetings	Copy of Minutes of meeting, Non-compliance intimation documents from BHEL site
#6.04	Delay in submission of monthly report on safety (including electrical safety for equipment & personnel etc.) in the prescribed form	HSE & SA	1		Number of days delayed/Scheduled date is third working day of next month	Daily Log Book entry/Incident Registers/letter references
#6.05	Number of days taken for lodging FIRs from date of occurrence/notice of incident of theft / accident etc.	HSE & SA	0.5		Number of days delayed/Scheduled date is within 24 Hrs of occurrence/notice of incidence	Copy of FIR lodged by Contractor

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#6.06	Number of times written(email, letters etc.) warning issued for non-availability/ use of improper Fall protection and rescue arrangement as lifeline, fall arrestors, safety net, hand-railings, covered floors, man-basket, rescue basket & kit etc. by the contractor	HSE & SA	2		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#6.07	Number of times punitive fines imposed for unsafe practices as per contract like non-availability/use of PPEs as safety shoes, helmets, goggles, gloves, lifeline, safety belts etc.	HSE & SA	1		Total number of non-compliances	Non-compliance intimation documents from BHEL site
#6.08	Percentage compliance to Emergency preparedness and response plan: Portable Fire-extinguishers, Buckets, Fire-wardens, display of emergency numbers, mock-drills, Hazard Identification and Risk Assessment(HIRA) etc.	HSE & SA	1		Compliance should be 100% as per HSE Plan or as finalized in Safety Meetings	Non-compliance intimation documents from BHEL site
#6.09	Number of times the agency has defaulted on display of safety posters / safety slogans / safety barriers/emergency numbers etc. in identified areas	HSE & SA	0.5		Total number of instances	Non-compliance intimation documents from BHEL site
#6.10	Non compliances observed during HSE and Safety Audit	HSE & SA	0.5		Total number of non-compliances	Non-compliance intimation documents from BHEL site, Audit Reports
#6.11	Cumulative number of days in the month, non-availability of First Aid Kit, First Aider & Emergency Vehicles/Ambulance.	HSE & SA	0.5		Cumulative number of days	Non-compliance intimation documents from BHEL site
#6.12	Number of days taken for submission of Root Cause analysis (RCA) for the accident from the cut-off date intimated by BHEL for submission of RCA	HSE & SA	0.5		Number of days delayed/Scheduled date is cut-off date intimated by BHEL	Daily Log Book entry/Incident Registers/letter references
#6.13	Non conductance of training (induction, job specific, height work etc.), tool box meeting and health check-up as per Contract requirements	HSE & SA	0.5		Number of incidences of non-conductance during the month	Daily Log Book entry/Incident Registers/letter references
Total			100			

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
	Less Deduction in Score Due to Major Accidents (Fatal, Permanent Disability or bodily injury by which person injured is prevented to resume to work within 48 hours or more after accident,, Major Damage to Equipment etc.) attributable to the contractor @ 3 points/ accident					
	Less Deduction in Score Due to Minor Accidents attributable to the contractor @ 1 point/ accident					
	Less Deduction in Score Due to not Maintaining of Labour Colony (if applicable) as per BHEL HSE policy @2 points in a month on verification any day					
	Final Score					

Performance Score Summary for the Month	Total Score	Score Obtained
QUALITY	10	
PERFORMANCE	50	
RESOURCES	20	
SITE INFRASTRUCTURE & SERVICE	5	
SITE FINANCE	5	
HSE & SA	10	
OTHERS (deductions if any)	0	
TOTAL	100	

Note:

- 1) It is only indicative and shall be as per the online format issued by BHEL time to time.
- 2) No request will be entertained after specified date of current month w.r.t. changes requested in the scores of immediate previous month.

Name and Signature of BHEL Package In-charge

Name and Signature of Contractor

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#1.01	Cumulative number of days in the month, the nominated Quality Officer or his authorised nominee was not available	QUALITY	1.5		Quality Officer or his authorised nominee should be available for all the days of working at site	Daily Log Book entry/Incident Registers/letter references
#1.02	Number of instances of non- compliance wrt FQP, Standard Drawings, Specifications, E&C Manuals etc.	QUALITY	1.5		No deviation from FQP, Standard Drawings, Specifications, E&C Manuals etc. is allowed without BHEL Engineer's approval.	Daily Log Book entry/Incident Registers/letter references
#1.03	Percentage submission of test certificates for batches of welding electrodes, cement, sand, aggregate, consumable, Paints etc. as applicable for this month OR In case of MM & MH package, monthly checks for Storage/Preservation of material.	QUALITY	1		Submission of 100% Test certificates for materials as per FQP is mandatory. MM & MH package: Storage/Preservation as per manual/procedure.	Daily Log Book entry/Incident Registers/letter references
#1.04	Number of incidences of improper storage & preservation (not in accordance to the guidelines of BHEL MUs or approved FQP) of materials, consumables (viz. gases, welding electrodes & fluxes, fuel etc.) & bought-out items (paints, fasteners etc.) under the custody of the contractor	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#1.05	Rework/ Rejection instances in a month necessitated due to deviation from Standard Drawings /Specifications /Manuals /E&C procedures /FQPs or due to Poor Workmanship by contractor	QUALITY	2		Reworks/ Rejection should be as minimum as possible. Total number of reworks/ rejections due to reasons attributable to contractor.	Daily Log Book entry/Incident Registers/letter references
#1.06	Delay in preparation & submission of signed protocols / log sheets / site register / NDT test reports as per approved FQP/ Qualified Welder List along with photocopies of Welder ID cards / Welder Performance Evaluation records etc. in the month OR in case of MM / MH package reconciliation statement / verification report.	QUALITY	1		Within 2 days of measurements taken or within first 3 working days of next month, as advised by BHEL Engineer	Daily Log Book entry/Incident Registers/letter references
#1.07	Number of instances for Major equipment/product failure due to negligence/improper work/poor workmanship by contractor	QUALITY	1		No such event should happen	Daily Log Book entry/Incident Registers/letter references
#1.08	Total number of complaints received in the month on the quality of finish / aesthetics	QUALITY	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#2.01	Cumulative number of days of delay in submission of Plan FOR THE MONTH supported by deployment plan of Major T&Ps and Manpower (as per Form F-14) and relevant construction/layout drawings - like A4 plan / elevation views of plan status for structures / pressure parts/Civil Works, Piping isometrics for piping, Layout / PID / System reference sketch, Unloading / storage plans etc.as applicable.	PERFORMANCE	5		Number of days delayed from second working day of the month	Daily Log Book entry/Incident Registers/letter references
#2.02	Percentage of timely submission of Daily Reports for Progress of work, Resources, Consumables etc.	PERFORMANCE	1.5		Percentage of timely submission of daily reports/ Scheduled date is successive next day for each day	Daily Log Book entry/Incident Registers/letter references
#2.03	Number of days delayed for submission of FQP log sheets / protocols / Monthly Progress Reports for the work executed during the month under measurement	PERFORMANCE	1.5		Number of days delayed/Scheduled date is first 2 working days of next month	Daily Log Book entry/Incident Registers/letter references
#2.04	Percentage Shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL" for the month as per Form-14	PERFORMANCE	35		As per Part-A of Form-14	Progress review formats
#2.05	Number of days delayed in submission of Running bills with complete supporting documents (including updated reconciliation statement of BHEL issued material) for the month	PERFORMANCE	2		Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#2.06	Number of times the Top Management of contractor did not respond to critical issues of site, for the month	PERFORMANCE	1		Total number of instances	Daily Log Book entry/Incident Registers/letter references
#2.07	Cumulative number of days in the month the works were stopped / refused on interpretation of contract clauses/scope due to tendency of taking undue advantage by interpreting contract clauses in their favour	PERFORMANCE	2		Cumulative number of days lost	Daily Log Book entry/Incident Registers/letter references
#2.08	Number of times rework was refused by contractor	PERFORMANCE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#2.09	Cumulative number of days in the month recording / logging was not done in daily log / history register / hindrance register / soft form in a PC maintained at BHEL Site Office	PERFORMANCE	1		Cumulative number of days recording or logging was not done / all days of the month	Daily Log Book entry/Incident Registers/letter references
#3.01	Percentage of Manpower Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B2 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.02	Percentage of T&P Deployed w.r.t. Plan for the month as per Form-14.	RESOURCES	7		As per Part-B1 of Form-14	Daily Log Book entry/Incident Registers/letter references
#3.03	Cumulative number of major instances in the month hampering / affecting progress of work due to breakdown or non-availability of major T&P and MME for the work, under the scope of Contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#3.04	Cumulative number of major instances in the month hampering / affecting progress of work due to non-availability of Consumables/ use of improper consumables under the scope of contractor	RESOURCES	3		Cumulative number of instances	Daily Log Book entry/Incident Registers/letter references
#4.01	Number of non-compliances during the month for Statutory requirements like validity of Labour Licence, Insurance Policy, Labour Insurance, PF, BOCW Compliance etc. and any other applicable laws/ Regulation, Electrical Licence, T&P fitness certificate, Contractors' All Risk Policy etc. as applicable	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#4.02	Cumulative number of days in a month poor illumination is reported at storage area, erection area, pre-assembly area and other designated areas by BHEL site.	SITE INFRASTRUCTURE & SERVICE	0.5		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.03	Cumulative number of days of non-availability of well-maintained toilets facilities for workers (separate for men and women) and non-availability of potable drinking water stations for workers in specified areas.	SITE INFRASTRUCTURE & SERVICE	1		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#4.04	Total number of instances in the month, Housekeeping NOT attended to in spite of instructions by BHEL -i.e. removal / disposal of surplus earth / debris / scrap / unused / surplus cable drums / other electrical items / surplus steel items / packing materials, thrown out scrap like weld butts, cotton waste etc. from the working area to identified locations	SITE INFRASTRUCTURE & SERVICE	2		Total number of non-compliances/random checks	Daily Log Book entry/Incident Registers/letter references
#4.05	Total number of instances in a month, Site Office with reasonably good facilities including enough nos. of computers and printers etc. for use by office and supporting staff was not made available/maintained.	SITE INFRASTRUCTURE & SERVICE	0.5		No discrepancy during regular or surprise visits	Photograph and report of the Engineer
#5.01	Number of days delayed in making labour payments for the last month	SITE FINANCE	2		Number of days delayed / Scheduled date is 7th day of next month	Daily Log Book entry/Incident Registers/letter references
#5.02	Number of complaints from labour/ sub supplier/ sub-contractor for non-receipt of payments from contractor	SITE FINANCE	1.5		Total number of complaints or reporting	Daily Log Book entry/Incident Registers/letter references
#5.03	Number of times the site operations were hampered for want of funds at the disposal of site-in-charge.	SITE FINANCE	1.5		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#6.01	Cumulative number of days in a month the nominated Safety Officer was not available	HSE & SA	1		Safety Officer should be available for all the days	Daily Log Book entry/Incident Registers/letter references
#6.02	Shortfall in number of weekly safety meetings in the month conducted or attended by the Safety Officer	HSE & SA	0.5		Safety meetings to be held every week	Copy of Minutes of meeting
#6.03	Level of compliance w.r.t decisions taken in previous Safety meetings	HSE & SA	0.5		Number of consolidated issues discussed in Safety meetings	Copy of Minutes of meeting, Non-compliance intimation documents from BHEL site
#6.04	Delay in submission of monthly report on safety (including electrical safety for equipment & personnel etc.) in the prescribed form	HSE & SA	1		Number of days delayed/Scheduled date is third working day of next month	Daily Log Book entry/Incident Registers/letter references
#6.05	Number of days taken for lodging FIRs from date of occurrence/notice of incident of theft / accident etc.	HSE & SA	0.5		Number of days delayed/Scheduled date is within 24 Hrs of occurrence/notice of incidence	Copy of FIR lodged by Contractor

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
#6.06	Number of times written(email, letters etc.) warning issued for non-availability/ use of improper Fall protection and rescue arrangement as lifeline, fall arrestors, safety net, hand-railings, covered floors, man-basket, rescue basket & kit etc. by the contractor	HSE & SA	2		Total number of non-compliances	Daily Log Book entry/Incident Registers/letter references
#6.07	Number of times punitive fines imposed for unsafe practices as per contract like non-availability/use of PPEs as safety shoes, helmets, goggles, gloves, lifeline, safety belts etc.	HSE & SA	1		Total number of non-compliances	Non-compliance intimation documents from BHEL site
#6.08	Percentage compliance to Emergency preparedness and response plan: Portable Fire-extinguishers, Buckets, Fire-wardens, display of emergency numbers, mock-drills, Hazard Identification and Risk Assessment(HIRA) etc.	HSE & SA	1		Compliance should be 100% as per HSE Plan or as finalized in Safety Meetings	Non-compliance intimation documents from BHEL site
#6.09	Number of times the agency has defaulted on display of safety posters / safety slogans / safety barriers/emergency numbers etc. in identified areas	HSE & SA	0.5		Total number of instances	Non-compliance intimation documents from BHEL site
#6.10	Non compliances observed during HSE and Safety Audit	HSE & SA	0.5		Total number of non-compliances	Non-compliance intimation documents from BHEL site, Audit Reports
#6.11	Cumulative number of days in the month, non-availability of First Aid Kit, First Aider & Emergency Vehicles/Ambulance.	HSE & SA	0.5		Cumulative number of days	Non-compliance intimation documents from BHEL site
#6.12	Number of days taken for submission of Root Cause analysis (RCA) for the accident from the cut-off date intimated by BHEL for submission of RCA	HSE & SA	0.5		Number of days delayed/Scheduled date is cut-off date intimated by BHEL	Daily Log Book entry/Incident Registers/letter references
#6.13	Non conductance of training (induction, job specific, height work etc.), tool box meeting and health check-up as per Contract requirements	HSE & SA	0.5		Number of incidences of non-conductance during the month	Daily Log Book entry/Incident Registers/letter references
Total			100			

Project		Vendor			Package/Unit	
Sl. No.	Parameter for Measurement	Classification	Max Score	Score Obtained	Measurement Key/Scheduled date	Supporting Documents
	Less Deduction in Score Due to Major Accidents (Fatal, Permanent Disability or bodily injury by which person injured is prevented to resume to work within 48 hours or more after accident,, Major Damage to Equipment etc.) attributable to the contractor @ 3 points/ accident					
	Less Deduction in Score Due to Minor Accidents attributable to the contractor @ 1 point/ accident					
	Less Deduction in Score Due to not Maintaining of Labour Colony (if applicable) as per BHEL HSE policy @2 points in a month on verification any day					
	Final Score					

Performance Score Summary for the Month	Total Score	Score Obtained
QUALITY	10	
PERFORMANCE	50	
RESOURCES	20	
SITE INFRASTRUCTURE & SERVICE	5	
SITE FINANCE	5	
HSE & SA	10	
OTHERS (deductions if any)	0	
TOTAL	100	

Note:

- 1) It is only indicative and shall be as per the online format issued by BHEL time to time.
- 2) No request will be entertained after specified date of current month w.r.t. changes requested in the scores of immediate previous month.

FORMS & PROCEDURES

Form No: F-19 (Rev 00)

MILESTONE COMPLETION CERTIFICATE **(issued by BHEL on the specific request of Contractor)**

Ref :

Date:

To,

(Name & address of Contractor)

Dear Sir,

References

1. Contract No:
2. Job Description:

This is to hereby confirm that the following Milestone Activity has been achieved in respect of the Contract /Job under reference

Sl No	Milestone Activity	Remarks

This certificate is issued as per your request vide letter no
without any prejudice to the rights of BHEL in line with the terms and conditions of the
above referred Contract

Yours faithfully,

For and on behalf of Bharat Heavy Electricals Limited

Construction Manager/Head (Subcontracts)

FORMS & PROCEDURES

Form No: F-20 (Rev 01)

CONTRACT COMPLETION CERTIFICATE (Issued by BHEL/HQ on the specific request of Contractor)

Ref :

Date:

To Whom so ever it may concern

1	DESCRIPTION OF WORK	
2	NAME AND ADDRESS OF THE CONTRACTOR	
3	CONTRACT NO	
4	CONTRACT VALUE	
5	LETTER OF INTENT NO & DATE	
6	CONTRACT PERIOD//CONTRACT DURATION	
7	DATE OF START/COMPLETION	
8	FINAL EXECUTED VALUE	
9	PERFORMANCE	GOOD SATISFACTORY UNSATISFACTORY

This certificate is issued as per your request vide letter no
without any prejudice to the rights of BHEL to use this certificate for evaluation of your offers for future
tenders

Yours faithfully,

For and on behalf of Bharat Heavy Electricals Limited

Head (Subcontracts)

FORMS & PROCEDURES

Form No: F-21 (Rev 00)

INDEMNITY BOND

(To be executed on a Non Judicial Stamp Paper of the requisite value as per Stamp Duty prevalent in the respective State)

This Indemnity Bond executed by <name of company> having their Registered Office at <xxxxxxxxxx> in favour of M/s Bharat Heavy Electricals Limited, a Company incorporated under the Companies Act, 1956, having its Registered Office at BH EL House, Siri Fort, Asiad, New Delhi - 110049 through its Unit at Power Sector _____ Region, _____, _____ State.
(Hereinafter referred to as the Company)

And whereas the Company has entered into a Contract with M/s xxxxxxxxx, the executants of this Deed (hereinafter referred to as the Contractor) as its contractor in respect of the work of "xxxxxxxxxxxxxxxxxxxxxxxxxxxx".

AND WHEREAS under the provisions of GCC further stipulates that the Contractor shall indemnify the Company against all claims of whatever nature arising during the course of execution of Contract including defects liability period of <xx Months> i.e till <xx xx xxxx>

Now this deed witnesses that in case the Company is made liable by any Authority including Court to pay any claim or compensation etc. in respect of all labourers or other matters at any stage under or relating to the Contract with the Contractor, the Contractor hereby covenants and agrees with the Company that they shall indemnify and reimburse the Company to the extent of such payments and for any fee, including litigation charges, lawyers' fees, etc, penalty or damages claimed against the Company by reason of the Contractor falling to comply with Central/States Laws, Rules etc, or his failure to comply with Contract (including all expenses and charges incurred by the Company).

The Contractor further indemnifies the Company for the amount which the Company may be liable to pay by way of penalty for not making deductions from the Bills of the Contractor towards such amount and depositing the same in the Government Treasury.

FORMS & PROCEDURES

The Contractor further agree that the Company shall be entitled to with hold and adjust the Security Deposit and/or with ho ld and adjust payment of Bills of Contractor pertaining to this Contract against any payme nt which the Company has made or is required to mak e for which the Contractor is liable under the Contract and that such amount can be withheld, adjusted by the Company till satisfactory and final settlement of all pending matters and the Contractor hereby gives his consent for the same.

The Contractor further agrees that the terms of indemnity shall s urvive the termination or completion of this contract.

The contractor further agrees that the liability of the contractor shall be extended on actual basis notwithstanding the limitations of liability clause, in respect of :

1. breach of terms of contract by the contractor
2. breach of laws by the contractor
3. breach of Intellectual property rights by the contractor
4. breach of confidentiality by the contractor

Nothing contained in this deed, shall be construed as absolving or limiting the liability of the Contractor under said Contract between the Company and the Contractor . That this Indemnity Bond is irrevocable and the condition of the bond is that the Contractor shall duly and punctually c omply with the terms and the conditions of this deed and contractu al provisions to the satisfaction of the Company.

In witness where of M/s xxxxxxxxxxxxxx these presents on the day, month and year first, above written at xxxxxxxx by the hand of its signatory Mr. xxxxxxxxxxxx.

Signed for and on behalf of
M/s xxxxxxxxxxxxxxxxxxxx

Witness:

1
2

FORMS & PROCEDURES

Form No: F-22 (Rev 00)

CONSORTIUM AGREEMENT

(To be executed on Rs. 50/- Non – Judicial Stamp Paper)

THIS AGREEMENT is made and executed on this _____ day of _____, by and between (1) M/s _____, (The First Party, i.e, the Bidder) a company incorporated under the Company's Act 1956, having its registered office at _____ (herein after called the "Bidder", which expression shall include its' successors, administrators, executors and permitted assigns) and (2) M/s _____, (The Second Party, i.e, the associates), a company incorporated under the Company's Act 1956, having its registered office at _____ (herein after called the " Associates", which expression shall include its' successors, administrators, executors and permitted assigns).

WHEAEAS the Owner, Bharat Heavy Electricals Ltd, a Government of India Undertaking, proposes to issue / issued an NIT (herein after referred to as the said NIT) inviting bids from the individual Bidders for undertaking the work _____ of _____ at _____ (herein after referred to as the said works).

WHEREAS the said NIT enables submission of a bid by a Consortium subject to fulfillment of the stipulations specified in the said NIT.

AND WHEREAS M/s _____ (The First Party, i.e, the Bidder) will submit its proposal in response to the aforesaid invitation to _____ bid by the Owner for _____ as detailed in the Bid doc. no. < TENDER REF----->

FORMS & PROCEDURES

AND WHEREAS M/s _____ (The First Party, i.e the Bidder) itself is meeting all the qualifying requirements except the qualifying requirements of _____ (as detailed in the NIT) and in order to fully meet the qualifying requirements of NIT, this tie-up agreement is _____ being entered into with M/s _____ (The Second Party, the Associates), who fully meet the balance part of the said works _____ (_____).

WHEREAS the First Party and the Second Party are contractors engaged in the business of carrying out various items of works. WHEREAS the two parties have agreed to constitute themselves into a consortium for the purpose of carrying out the said works, and that the consortium will be continued till the completion of the works in all respects.

WHEREAS the parties have agreed to certain terms and conditions in this regard:

NOW THEREFORE THIS AGREEMENT WITNESSETH AS FOLLOWS :

1. First and Second parties hereby constitute themselves into a Consortium for the purpose of bidding and undertaking the said works pursuant to the said NIT as hereinafter stated.
2. The First Party will be the leader (Lead Partner) and will be responsible for the entire works.

FORMS & PROCEDURES

CONSORTIUM AGREEMENT

3. The First Party shall undertake the following part(s) of work detailed in _____ the NIT namely _____
4. The Second Party shall undertake the following part(s) of work detailed _____ in the said NIT namely _____
5. The parties hereby declare and confirm that each of them will fulfill the required minimum qualifying requirements as prescribed in the said NIT for the works agreed to be undertaken by them as stated here-in-above.
6. It is also agreed between the parties hereto that all of them shall be individually and severally responsible for the completion of the said works as per the schedule. Further, if the Employer/Owner sustains any loss or damage on account of any breach of the Contracts, we the, Consortium partners individually and severally undertake to promptly indemnify and pay such losses / damages caused to the Employer/Owner on its written demand without any demur, reservation, contest or protest in any manner whatsoever.
7. The parties hereby agree and undertake that they shall provide adequate finances, suitable Tools, Plants, Tractors, Trailers, other transportation equipment, other Tools & Plants, Measuring & Monitoring Equipments (MMEs), Men and Machinery etc. for the proper and effective execution of the works to be undertaken by them as specified here-in-above.

FORMS & PROCEDURES

8. It is agreed interse between t he parties hereto that all the consequences liabilities etc., arising out of any default in the due execution of the said works shall be borne by the party in default, that is by party in whose area of works default has occurred, provided however, so far as M/s Bharat Hea vy Electricals Limited is concerned, all the parties shall be liable jointly and severally.

IN WITNESS HEREOF the parties above named have signed this agreement on the day month and year first above written at _____(Place) .

WITNESS

For

1. NAME (FIRST PARTY)

2. OFFICIAL ADDRESS

WITNESS

For

1. NAME (SECOND PARTY)

2. OFFICIAL ADDRESS

[The successful bidder shall have to execute the " JOINT DEED OF UNDERTAKING " in the format to be made available by BHEL at the time of awarding].

FORMS & PROCEDURES

Form No: F-23 (Rev 00)

REFUND OF SECURITY DEPOSIT

To,
The Construction Manager
BHEL Site Office

Dear Sir,

Sub : **Refund of Security Deposit**

Ref : Contract No:

Work:

I/We have submitted Final Bill in respect of the above Contract/Work vide our letter no:.....
dated In line with Tender conditions (GCC clause no 1.11), kindly arrange to
release/refund the Security Deposit along with Final Bill payments.

The details of Security Deposit are as below:

1. Cash Portion :
2. BG Portion :

Thanking You

Date: _____

Authorised representative of Contractor

To be filled up by BHEL

1. Security Deposit to be refunded:
 - a. Cash Portion:
 - b. BG Portion :
2. Less
 - a. Amount spent by BHEL on behalf of Contractor:
 - b. Payments made by BHEL on behalf of Contractor:
 - c. Other recoveries for Services etc
 - d. Any other recoveries
 - e. Total of 'a' to 'd':
3. Net Amount to be released (1-2) :
4. Certified that
 - a. The payment recommended for release is in order and there are no demands other than those included in the claim outstanding from the Contractor
 - b. Contract Guarantee period of Months commenced wef : _____
 - c. All objections raised so far have been settled
 - d. A note for refund of Security Deposit has been made in the Measurement Book

Signature of BHEL Engineer

Construction Manager

Date:-----

FORMS & PROCEDURES

Form No: F-24 (Rev 00)

REFUND OF GUARANTEE MONEY

BHARAT HEAVY ELECTRICALS LIMITED
POWER SECTOR, _____ REGION

Ref No:

Date:

1. Name and Address of Contractor :
2. Contract Agreement/LOI No :
3. Date of Contract Agreement/LOI :
4. Name of the Work undertaken :
5. Date of commencement of the Work :
6. Date of Completion of the Work :
7. Period of Maintenance :
(Guarantee Period)
8. Date on which the Final Bill was paid :
9. Last date of making good the defect :
during Maintenance Period
10. Expenditure incurred by BHEL during :
Maintenance Period, if any, recoverable
11. Date on which Guarantee Money refund:
falls due as per Contract
12. Amount of Guarantee Money to be refunded:
13. Less Amounts recoverable (with details)
 - a. Amount spent by BHEL on maintenance :
 - b. Payments made by BHEL on behalf of Contractor:
 - c. Court dues/penalties/compensation :
 - d. Other recoveries for Services, etc :
 - e. Total of 'a' to 'd' :
14. Net Amount recommended for release (12-13) :

FORMS & PROCEDURES

Signature of BHEL Engineer

Date: _____

CERTIFICATE TO BE FURNISHED BY THE CONTRACTOR

I/We have no claim or demand outstanding against BHEL _____, for the work done or for labour or material supplied or any other account arising out of or connected with the Contract Agreement/LOI (No _____ dated _____) and the payment of this bill shall be in full and final settlement of all my/our claims and demands including the 'Deposits' of the Contract Agreement/LOI referred to.

Signature of Contractor

Date: _____

CERTIFICATE TO BE FURNISHED BY SENIOR ENGINEER/CONSTRUCTION MANAGER

1. Certified that
 - a. The payment recommended for release is in order and there are no demands other than those included in the claim outstanding from the Contractor
 - b. Maintenance period (Contract Guarantee period) is over and the Contractor has carried out the works required to be carried out by him during the period of maintenance (Guarantee) to our satisfaction, and all expenses incurred by the Company on carrying out such works have been included for adjustment
 - c. All objections raised so far have been settled
 - d. A note for refund of Guarantee Amount has been made in the Measurement Book and Contract Agreement/Work Order

Signature of BHEL Engineer

Construction Manager

Date:-----

FOR USE IN ACCOUNTS DEPARTMENT

Passed for Rs _____ (Rupees _____ only)

Accountant

Accounts Officer

ACKNOWLEDGE BY THE CONTRACTOR

Received Rs _____ in full and final settlement of my/our claim

Signature of Contractor

Date: _____

FORMS & PROCEDURES

Form No: F-25 (Rev 00)

POWER OF ATTORNEY for SUBMISSION OF TENDER/SIGNING CONTRACT AGREEMENT

(To be typed on non judicial Stamp Papers of appropriate value as applicable and Notarised)

KNOW ALL MEN BY THESE PRESENTS, that I/We do hereby make, nominate, constitute and appoint Mr, whose signature given below herewith to be true and lawful Attorney of M/s..... hereinafter called 'Company', for submitting Tender/entering into Contract and inter alia, sign, execute all papers and to do necessary lawful acts on behalf of Company with M/s Bharat Heavy Electricals Ltd, Power Sector _____ Region, _____, in connection with

.....
.....
..... vide Tender Specification No :
_____, dated _____.

And the Company do hereby agree to ratify and confirm all acts, deeds, things or proceedings as may be lawfully done by the said attorney and by or on behalf of the company and in the name of the company, by virtue of the powers conferred herein and the same shall be binding on the company and shall have full force and effect.

IN WITNESS WHEREOF the common seal of the company has been hereunto affixed in the manner hereinafter appearing on the document.

Dated at _____, this _____ day of _____

Director/CMD/Partner/Proprietor

Signature of Mr.....(Attorney)

Attested by: Director/CMD/Partner/Proprietor

Witness

Notary Public

FORMS & PROCEDURES

Form No: F-26 (Rev 00)

ANALYSIS OF UNIT RATES QUOTED

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

Offer Reference No:.....

Date:.....

To,
(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub : Analysis of Unit Rates Quoted

Ref : Tender Specification No:

Analysis of Unit Rates quoted by us in respect of above Tender is as detailed

SN	DESCRIPTION	% OF QUOTED RATE	REMARKS
01	SITE FACILITIES VIZ., ELECTRICITY, WATER OTHER INFRASTRUCTURE.		
02	SALARY AND WAGES + RETRENCHMENT BENEFITS		
03	CONSUMABLES		
04	T&P DEPRECIATION & MAINTENANCE		
05	ESTABLISHMENT & ADMINISTRATIVE EXPENSES		
06	OVERHEADS		
07	PROFIT		
	TOTAL	100%	

Yours faithfully,

(Signature, Date & Seal of Authorized
Representative of the Bidder)

FORMS & PROCEDURES

Form WAM 6

BHARAT HEAVY ELECTRICALS LIMITED DIVISION.....

Running Account Bill

(Para 4.31.1 of Works Accounts Manual)

Name of the Contractor:
Name of the Work:
Sanctioned Estimate:
Code No:
Contract Agreement No :

Dated:

Departmental Bill no:
Division:
Date of written order to commence the work :
Date of commencement of the Work:
Due date of completion as per Agreement:

Date:
Sub-Division:

1. ACCOUNT OF WORK EXECUTED

On account payment for work not previously previously measured**			Item No of	Description of Work	Quantity as per agree- ment	Quantity executed up to date	Rate	Unit	Payment on the basis of actual measure- ment up to date	Quantity since last running account bill	Payment on the basis of actual measurement since last running account bill	Remarks	
Total As per Running Account bill Rs.	since last running account bill Rs.	Total up to date Rs.					Rs.	P.	Rs.	P.	Rs.	P.	
1	2	3	4	5	6	7	8	9	10	11	12	13	

- * *1. Whenever payment is made on 'on account' basis without actual measurements the amount in whole rupees should be entered in columns 1 to 3 only and not in columns 7 to 12.
2. whenever there is an entry in column 12 on the basis of actual measurement, the whole of the amount previously paid without detailed measurement should be adjusted by a minus entry in column 2 equivalent to the amount shown in column 1, so that the total up to date in column 4 may become nil.

FORMS & PROCEDURES

Form WAM 6 (contd...)

1	2	3	4	5	6	7	8	9	10	11	12	13
---	---	---	---	---	---	---	---	---	----	----	----	----

Total value of work done up to date (A) ...

Deduct value of work shown on the last
Running Account Bill (B) ...

Net value of work done since last (C) ...

Rupees (in words)

.....only.

FORMS & PROCEDURES

Form WAM 6 (contd...)

II.MEMORANDUM OF PAYMENTS

		Rs.	P.		I	II
					Rs.	P.
1.Total value of work actually measured as per Account No. I. Column 10	(A)					
2.Total up to date 'on account' payment for work covered by approximate Or plan measurements as per Account No. I, Column 3	(B)					
3.Total up to date secured advances on security of materials as per column 8 Of the enclosed Account (Form WAM 10)	(C)					
4.Total up to date payments [(A) + (B) + (C)]	(D)					
5.Total amount of payments already made as per Entry (D) of last Running Account Bill No..... Dated.....forwarde to the Accounts Office on	(E)					
6.Balance [(D)-(E)]						
7.Payments now to be made:						
a) by cash/cheque						
b) by deduction for value of materials supplied						
c) by BHEL vide Annexure A attached						
d) by deduction for hire of tools and plant vide						

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Annexure B attached		
e) by deduction for other charges vide Annexure C		
Attached		
f)by deduction on account of security deposit		
h) by deduction on account of Income Tax		

Note: Amounts relating to items 4 to 6 above should be entered in column II and those relating to item 7 in column I. The amount shown against item 6 and the total of item 7 should agree with each other.

III.CERTIFICATE OF THE ENGINEER IN CHARGE

Form WAM 6 (contd...)

1. The measurements on which the entries in column 7 to 12 of Part I of this Bill (Account of work executed) are based were made by.....and are recorded at pages.....of
(Name and Designation)

Measurement Book No

2. Certified that the methods of measurement are correct and the work has been carried out in accordance with the terms and conditions, schedules, specifications and drawings etc, forming part of the contract agreement, subject to deviations included in the deviation statement (Annexure D).
3. Certified that in addition to and quite apart from the quantities of work actually executed as shown in column 10 of Part I, some work has actually been done in connection with several items and the value of the such work is, in no case, less than 'on account' payments as per column 3 of Part I, made or proposed to be made, for the convenience of the contractor in anticipation of, and subject to the results of, detailed measurement which will be made as soon as possible.

Signature of Contractor

Signature of Engineer in charge

Date:

Designation:

Date:

FORMS & PROCEDURES

IV. CERTIFICATE OF THE SENIOR ENGINEER

1. Certified that measurements have been check measured to the prescribed extent byat site and also by the undersigned and the relevant entries have been intialled in the Measurement book. (vide pages.....)
(Name and Designation)
2. Certified that all the measurements recorded in the measurement book have been correctly billed for
3. Certified that all recoberable amounts in respect of materials tools and plant etc, and other charges have been correctly made vide Annexures A to C attached.
Certified for payment * of Rs.....(Rupees.....only)
To be paid in cash/by cheque in the presence of

ALLOCATION

The expenditure is chargeable as under and to be included in the accounts for.....20.....

Ledger Head	Debit (Gross amount)	Credit (Deductions)
-------------	----------------------	---------------------

Rs. P.

Rs. P.

Total

* Here specify the net amount payable.

Signature of Senior Engineer
Date:

Form WAM 6 (contd...)

V.ENTRIES TO BE MADE IN THE ACCOUNTS OFFICE

Accounts Bill NoDated.....
Entered in Journal Book vide entry No.....Dated.....
Passed for.....Rs.....
Less Deductions.....Rs.....
Net Amount Payable.....Rs.....
(Rupees.....only)
Payable to Shri/M/s.....by cheque/cash
Entered in Contractor's Ledger No.....Page.....

ALLOCATION

Estimate No: Code no:
Name of the Work:

Ledger Head	Debit (Gross amount) Rs. P.	Credit (Deductions) Rs. P.
-----	-----	-----
-----	-----	-----

FORMS & PROCEDURES

Assistant Date:	Accountant Date:	Account Officer Date:	Total	-----	-----
--------------------	---------------------	--------------------------	-------	-------	-------

VI. Received Rs.....(Rupees.....only) as per
Memorandum of Payments on account of this work.

Signature of witness Address : Date:	Revenue	Stamp Signature of Contractor Date:
--	---------	---

VII. ENTRIES TO BE MADE BY TREASURY SECTION

Cash Book entry No. and date:	Amount paid	Rs.....
	Amount unpaid	Rs.....
	Total	Rs.....
	Signature of Cashier	
	Date:	

Form WAM 6 (contd...)

ANNEXURE A

FORMS & PROCEDURES

Statement showing details of materials issued to the contractor Shri/M/s.....

In respect of Contract Agreement NoDated.....

Sl. No.	Stores issue Voucher No. and date	Issue voucher No. and date allotted by stores to the SIV	Description of material issued to the contractor	Quantity issued	Quantity actually incorporated in the work	Whether recoverable from the contractor or supplied free	If recoverable from the contractor				REMARKS
							Rate at which recoverable	Amount recoverable	Amount recovered up to previous bill	Balance now recovered	
							Rs. P.	Rs. P.	Rs. P.	Rs. P.	
1	2	3	4	5	6	7	8	9	10	11	12
Total											

Signature of contractor

Signature of Engineer in Charge

Signature of Senior Engineer

Date:

Date:

Date:

FORMS & PROCEDURES

Form WAM 6 (contd...)

ANNEXURE B

Statement showing tools and plant issued to the contractor Shri/M/s.....

In respect of Contract Agreement NoDated.....

Sl. No	Description of tools and plant issued	Period for which Issued	Rate at which recovery Is to be Made	Amount recover-able	Amount recovered upto previous bill	Balance now recovered	Remarks
			Rs. P.	Rs. P.	Rs. P.	Rs. P.	
1	2	3	4	5	6	7	8

Total

Signature of contractor

Signature of Engineer in Charge

Signature of Senior Engineer

Date:

Date:

Date:

FORMS & PROCEDURES

Form WAM 6 (contd...)

ANNEXURE C

Statement showing details of other recoveries to be made from the contractor Shri/M/s.....

In respect of Contract Agreement NoDated.....

Sl. No	Particulars	Unit	Quantity	Rate	Amount recover- able	Amount recovered upto pre- vious bill	Amount now recovered	Remarks
				Rs. P.	Rs. P.	Rs. P.	Rs. P.	
1	2	3	4	5	6	7	8	9

1. Water Charges
2. Electricity charges
3. Seignorage charges
4. Medical charges
5. Cost of empty gunny bags and
Empty containers not returned
- 6.
- 7.
- 8.
- 9.

FORMS & PROCEDURES

10.

Total

Signature of contractor

Signature of Engineer in Charge

Signature of Senior Engineer

Date:

Date:

Date:

FORMS & PROCEDURES

Form WAM 6 (contd...)

ANNEXURE D

Name of the Contractor:
Name of the Work:

Contract Agreement No:
Date:

Sl. No.	Description of item	Unit	Quantity as per Agreement	Quantity as executed	Quantity further anticipated	Total quantity anticipated on completion	Rate as per agreement Rs. P.
1	2	3	4	5	6	7	8

Rate as the executed with any Rs. P.	Amount as per agreement Rs. P.	Amount as executed Rs. P.	Amount further anticipated Rs. P.	Total amount anticipated on completion Rs. P.	Difference Excess savings Rs. P. Rs. P.	Reason for deviation authority, if
9	10	11	12	13	14 15	16

Signature of Engineer in Charge
Date:

Signature of Senior Engineer
Date:

FORMS & PROCEDURES

[illegible]

[illegible]

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

II MEMORANDUM OF PAYMENT												
										Rs.	P	
1	Total Value of work actually measured as per Account no I column 10 (A)											
2	Deduct amount of paym,ents already made as per last running account bill No Dated..... Forwarded to the Accounts Office on (B)											
3	Payments now to be made { (A) - (B)} (C)											
4	Deduct ammounts recoverable from the contractor on account of :						Rs	P				
	a	Material suplied by BHEL vide annexure A attached										
	b	Hire of Tools & Plants vide Annexure B attached										
	c	Other charges vide Annexure C attached										
	d	Income Tax										
	Total deduction											
5	Balance											
6	Refund of 50% of security deposite on completion of work											
7	Net amount to be paid to the Contractor											
III. CERTIFICATE OF THE ENGINEER IN CHARGE												
1	The measurement on which the entries in coulms 7 to 12 of Part I of this bill (Account of work executed) are based were made by (Name and designation)											
2	A statement showing the quantities of stores issued to the contractor (whether free or on recovery basis) and their disposal is attached.											
	Date:								Signature of Engineer in charge			
									Designation			

[illegible]

V. ENTRIES TO BE MADE IN THE ACCOUNTS OFFICE																														
Account Bill no..... Dated Entered in Journal book vide entry No.....Dated..... Passed for.....Rs..... Less Deductions.....Rs..... (Rupees.....Only) Payable to Shri/M/s..... by cheque/cash Entered in contractors' Ledger no..... Page						<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="3" style="text-align: center;">ALLOCATION</th> </tr> <tr> <td style="width: 60%;">Estimate No:</td> <td colspan="2" style="text-align: right;">Code No</td> </tr> <tr> <td colspan="3">Name of the Work</td> </tr> <tr> <td style="text-align: center;">Ledger Head</td> <td style="text-align: center;">Debit (Gross Amount) Rs P</td> <td style="text-align: center;">Credit (Deduction) Rs</td> </tr> <tr> <td style="text-align: center;">.....</td> <td style="text-align: center;">.....</td> <td style="text-align: center;">.....</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: center;">.....</td> <td style="text-align: center;">.....</td> </tr> </table>							ALLOCATION			Estimate No:	Code No		Name of the Work			Ledger Head	Debit (Gross Amount) Rs P	Credit (Deduction) Rs				Total		
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Total																														
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Assistant Date:	Accountant Date:	Accounts officer Date:																												
VI. Received Rs.....(Rupees.....Only) in full and final settlement of all moneys due under this contract and I / we have no further claims of this contract.																														
Signature of Witness Address																														
Revenue Stamp Signature of Contractor Date:																														
VII . ENTRIES TO BE MADE BY TREASURY SECTION <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Cash book entry no and date :</td> <td style="width: 50%;">Amount Paid Rs.....</td> </tr> <tr> <td></td> <td>Amount unpaid Rs.....</td> </tr> <tr> <td></td> <td>Total Rs.....</td> </tr> </table> Signature of Cashier Date:													Cash book entry no and date :	Amount Paid Rs.....		Amount unpaid Rs.....		Total Rs.....												
Cash book entry no and date :	Amount Paid Rs.....																													
	Amount unpaid Rs.....																													
	Total Rs.....																													

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

BHARAT HEAVY ELECTRICALS LIMITED DIVISION.....And Final bill (Para 4.3.2 Of Works Accounts Manual)														
Name of Contractor							Departmental Bill no				Date			
Name of the Work							Division				Division			
Sanctioned Estimate							Date of written order to commence the work							
Contract Agreement/work Order No							Date of commencement of work							
							Due date of completion as per agreement							
							Date of actual completion of the work							
I. ACCOUNT OF WORK EXECUTED														
On Account payment for the work not previously measured **			Item No of the agreement/work order	Descripti on of work	Quantity as per agreement	Quantity executed up to date	Rate Rs. P	Unit	Payment on the basis of actual measurement up to date Rs P	Quantity since last running account bill	Payment on the basis of actual measurement since last running account bill Rs P	Remarks		
Total as per last running account bill Rs.	Since last running account bill Rs	Total up to date Rs												
1	2	3	4	5	6	7	8	9	10	11	12	13		

BHARAT HEAVY ELECTRICALS LIMITED,
POWER SECTOR - EASTERN REGION, KOLKATA
TENDER NO. PSER:PUR:MSX:154(X):083 DATE-19/12/2019

1	2	3	4	5	6	7	8	9	10	11	12	13
---	---	---	---	---	---	---	---	---	----	----	----	----

Total Value of Work Done up to date (A)	
Deduct Value of work shown on the last running account bill (B)	
Net value of work done since last running account bill (C)	

Rupees (In Words).....Only

II MEMORANDUM OF PAYMENT

		Rs.	P
1	Total Value of work actually measured as per Account no I coloumn 10	(A)	
	Deduct amount of paym,ents already made as per last running account bill No Dated.....		
2	Forwarded to the Accounts Office on	(B)	
3	Payments now to be made { (A) - (B)}	(C)	
4	Deduct ammounts recoverable from the contractor on account of :	Rs	P
	a Material suplied by BHEL vide annexure A attached		
	b Hire of Tools & Plants vide Annexure B attached		
	c Other charges vide Annexure C attached		
	d Income Tax		
	Total deduction		
5	Balance		
6	Refund of 50% of security deposite on completion of work		
7	Net amount to be paid to the Contractor		

III. CERTIFICATE OF THE ENGINEER IN CHARGE

The measurement on which the entries in coulms 7 to 12 of Part I of this bill (Account of work executed) are based were made by

- 1 (Name and designation)
- 2 A statement showing the quantities of stores issued to the contractor (whether free or on recovery basis) and their disposal is attached.

Date:

Signature of Engineer in charge
Designation

IV CERTIFICATE OF THE SENIOR ENGINEER

- 1 Certified that I have personally inspected the work and that the work has been physically completed on the due date in accordance with the terms and
Cretified that the measurements have been check measured to the prescribed extent by
..... (Name & designation). And by the the undersigned at site and relevent entries have been initiated in the measurement book (vide
2 pages.....)
- 3 Certified that the methods of measurement are correct
- 4 Certified that the measurements have been technically checked with reference to contract drawings, deviations etc
- 5 Certified that all the measurements recorded in the measurement book have been correctly billed for at the contract rates or approved rates.
- 6 Certified that all the recoverable amounts in respect of stores, tools and pallant, elwater, electricity charges etc, have been correctly made vide Annexures A
- 7 Certified that the issues of all stores as per statement atytached (whether charged to the contractor or direct to the work) have been technically checked and

Certified for payment of * Rs (Rupees.....) (Only). To be paid in
cash/by cheque in the presence of

ALLOCATION

The expenditure as under and to be included in the accounts for19

Ledger Head	Debit (Gross Amount)		Credit (Deduction)	
	Rs.	P	Rs.	P
.....				
Total				

* Here specify the net amount payable

Signature of Senior Engineer
Date

V. ENTRIES TO BE MADE IN THE ACCOUNTS OFFICE

Account Bill no..... Dated
Entered in Journal book vide entry No.....Dated.....
Passed for.....Rs.....
Less Deductions.....Rs.....
(Rupees.....Only)
Payable to Shri/M/s..... by cheque/cash
Entered in contractors' Ledger no..... Page

ALLOCATION		Code No
Estimate No:		
Name of the Work		
Ledger Head	Debit (Gross Amount) Rs P	Credit (Deduction) Rs
.....		
Total		

Assistant	Accountant	Accounts officer
Date:	Date:	Date:

VI. Received Rs.....(Rupees.....Only) in full and final settlement of all moneys due under this contract and I / we have no further claims of this contract.

Signature of Witness
Address

Revenue Stamp
Signature of Contractor
Date:

VII . ENTRIES TO BE MADE BY TREASURY SECTION

Cash book entry no and date :

Amount Paid Rs.....
Amount unpaid Rs.....
Total Rs.....

Signature of Cashier
Date:

ANNEXURE A

Part I

Statement showing details of material issued to the contractor Shri/M/s..... In respect of Contract

Agreement/Work Order No..... Dated

SI No	Stores Issue voucher No and date	Issue voucher No and date alloted by stores to the SIV	description of material issued to the contractor	Quantity issued	Quantity actually incorporated in the work	Whether recoverabl e from the contractor or supplied free	Rate at which recoverable		Amount Recoverabl e		Amount recoverable upto previous bill		Balance Now recovered		Remarks
							Rs	P	Rs	P	Rs	P	Rs	P	
1	2	3	4	5	6	7	8		9		10		11		12

Total

Signature of Contractor
Date

Signature of Engineer in charge
Date

Signature of Senior Engineer
Date

ANNEXURE A

Part II

Statement showing details of material issued to the contractor Shri/M/s..... in respect of Contract Agreement/Work Order No..... Datedand not covered by the agreement

SI No	Stores Issue voucher No and date	Issue voucher No and date alloted by stores to the SIV	description of material issued to the contractor	Quantity issued	Quantity incorporated in the work	Issue Rate		Amount Recoverabl e		Amount recoverable upto previous bill		Balance Now recovered		Remarks
						Rs	P	Rs	P	Rs	P	Rs	P	
1	2	3	4	5	6	7		8		9		10		11

Total

Add Departmental Charges

Add Sales Tax (wherever applicable)

Total

Signature of Contractor
Date

Signature of Engineer in charge
Date

Signature of Senior Engineer
Date

ANNEXURE B

Statement showing TOOLS & PLANTS issued to the contractor Shri/M/s..... in respect of Contract Agreement/Work Order No..... Datedand not covered by the agreement

SI No 1	Description of tools & plants issued 2	Period for which issued 3	Rate at which Recivry is to be made 4	Amount recoverabl e Rs P 5		Amount recoverable upto previous bill Rs P 6		Balance Now recovered Rs P 7		Remarks 8

Total

Signature of Contractor
Date

Signature of Engineer in charge
Date

Signature of Senior Engineer
Date

ANNEXURE C

showing detail of other recoveries to be made from the contractor Shri/M/s.....
ment/Work Order No.....Dated.....

Sr.No	Particulars	Unit	Quantity	Rate Rs. P.	Amount recoverable Rs. P	Amount recovered upto previous bill Rs. P.	Amount now recovered Rs. P.	Remarks
1	2	3	4	5	6	7	8	9
	1 Water Charges							
	2 Electricity Charges							
	3 Seignorage Charges							
	4 Medical Charges							
	Cost of empty gunny bags and empty containers not 5 returned							
	6							
	7							
	8							
	9							
	10							
Total								
Signature of Contractor			Signature of Engineer Incharge			Signature of Sr. Engineer		
Date			Date			Date		

Form WAM 7 (Contd.)

ANNEXURE D - DEVIATION STATEMENT :

Name of the Contractor :

Contract Agreement/Work Order No. :

Name of the Work :

Date :

Sl. No.	Description of item	Unit	Quantity as per agreement	Quantity as executed	Rate as per agreement Rs. P.	Rate as executed Rs. P.	Amount as per agreement Rs. P.	Amount as executed Rs. P.	Difference		Reason for the deviation with authority, if any
									Excess	Savings	
1	2	3	4	5	6	7	8	9	10	11	12

Signature of Engineer in Charge

Date :

Signature of Senior Engineer

Date :

ANNEXURE E

Statement showing the consumption of materials issued to the contractor Shri/M/s.....
in respect of Contract Agreement/Work Order No..... Dated.....

Name of the Work :

ON RECOVERY BASIS

Sl. No.	Description of material	Unit	Quantity actually issued	Quantity actually incorporated in the work	Balance	Particulars of disposal of balance	Quantity to be issued as per approved data for work actually done	Variation in consumption (Difference between column 5 and 8)		Rate chargeable for excess/short consumption, if any	Amount recoverable for excess/short consumption, including materials not returned	
								More	Less	Rs. P.	Rs. P.	
1	2	3	4	5	6	7	8	9	10	11	12	13
1.	Cement											
2.	Bricks											
3.	Wood.....											
4.	Asbestos Sheet											
5.	Iron Materials											
6.												
7.												
8.												
9.												
10.												

Signature of Contractor

Date :

Signature of Engineer in Charge

Date :

Signature of Senior Engineer

Date :

Note : 1. The quantities shown in columns 4 and 5 above should tally with those shown in columns 5 and 6 respectively of Annexure A (Part I and II).

2. Data statement of theoretical consumption should be attached in support of quantity specified in column 8.

ANNEXURE C

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Name of the work :	
Name of the Contractor :	
Date of commencement of the work:	
Contract agreement/work ordered no. and date:	
Reference to supplementary agreement no,if any :	
Whether administrative approval and technical sanction has been accorded by the competent authority ? If so ,cite reference	
Whether sanction of the competent authority and financial concurrence of the Accounts Department for award of the work has been accorded ? If so,cite reference.	
Whether the work has been completed in time ? If not ,whether penalty has been levied or sanction of the competent authority for extension of time granted and communicated to the Accounts Department with reasons for grant of extension? (Due and actual date of completion of the work and reference to letter no. and date granting the extension of time should be given)	
(a) Whether the rates allowed in the bill have been checked with the contract agreement ? (b) Whether the rates for extra/supplemental items have been approved by the competent authority and the sanction communicated to the accounts Department together with rate analysis? If so,cite reference.	
Whether deviations have been approved by the competent authority? If yes, give reference to the approval; if not, give reasons.	
Whether the rates of recovery of stores issued to the contractor which are not provided for in the Contract Agreement have been settled in consultation with Finance?	
Whether discrepancies pointed out by the Accounts Department in the store statement have been reconciled and accepted by the Accounts Department?	

ANNEXURE C

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Whether materials issued to the contractor in excess of the theoretical requirements have been returned to the Stores Department and the no. and date of such returned stores vouchers have been shown in stores statement? If not, whether the cost of such excess material has been recovered at the prescribed rate? Whether consumption statements in respect of materials chargeable to the work have been attached to the bill?	
Whether consumption of materials shown has been technically checked by Senior Engineer?	
Whether materials issued and used in the work is not less than that required for consumption in work according to our specification? If consumption is less, whether necessary recovery has been made in the bill?	
Whether measurements have been checked by the Engineer and Sr. Engineer to the extent required and certificates of check recorded in the measurement books?	
Whether contractor has signed the bill and the measurement books without reservations? If not, whether reasons have been intimated to the Accounts Department?	
Whether arithmetical calculations have been checked and certificate recorded in the measurement books by a person other than the one who calculated initially	
Whether any work was done at the risk and cost of the contractor and whether such cost has been recovered from him? Give particulars.	
Whether all advance payments on running Accounts have been recovered?	
Whether all the recoveries due to services given to the contractor like rent of accommodation, water charges, electricity charges etc. have been recovered and whether payments made by the company on behalf of the contractor have been adjusted?	
Whether the files containing abstracts from measurement books/ standard measurement books have been completed/ updated?	
Whether hire charges of tools and plant have been recovered and the statement of hire charges with full details attached?	

ANNEXURE C

QUESTIONNAIRE TO BE ANSWERED BY ENGINEER IN CHARGE AND SENIOR ENGINEER	
(Correct particulars and answers to be recorded)	
Whether the certificate of workmanship and completion of work according to specifications, drawings etc. is recorded by Engineer/ Sr. Engineer and whether recoveries have been made for defective works, if any?	
Whether all corrections in the bill/measurement books etc. have been neatly made and attested and there are no overwriting?	
Whether final measurements have been taken as soon as possible after completion of work and the certificate of completion issued? If not, whether reasons for delay have been recorded and communicated to Accounts?	
In respect of Quantities reduced in the final bill as compared to the running payment, whether adequate reasons have been recorded and communicated to Accounts	
Whether the Expenditure has been classified correctly according to heads of Account recorded in the sanctioned estimate?	
Whether the work has been completed within the estimated cost? If not, what is the percentage of excess over the sanctioned estimate/ administrative approval? In case the excess is beyond the competency of Sr. Engineer, what action has been taken for the obtaining the approval of the authority competent to sanction the excess?	
(a) If the contractor has furnished bank guarantee in lieu of cash security deposit towards proper execution of works and guarantee against defects during the maintenance period, whether the period of currency of the bank guarantee covers the entire maintenance period? (b) If not, whether security deposit has been proposed to be recovered from the final bill?	
Whether all the previous audit objections raised on running Account bills have been settled? If so, cite reference.	
Signature of Engineer in Charge	Signature of Engineer in Charge
Date:	Date:



Page 1 of 6

PART- A: PLAN/ REVIEW OF WORK FOR THE MONTH OF Date of Plan/ Review.....

CONTRACTOR
(Sign with name, designation and date)

 PS-	MONTHLY PLAN & REVIEW WITH CONTRACTOR	Page 2 of 6
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Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART- A: Contd.....

Note 1: In addition to the work planned as per Col. 'A', Contractor shall also make full efforts to minimize the 'Cumulative shortfall attributable to contractor upto the month' as mentioned in Col. 'B' by enhancing its resources, so as to achieve the completion of activities as per agreed schedule. In case contractor is not able to execute the entire shortfall, then BHEL 'Engineer in-charge', shall decide the priority of work to be executed and it shall be binding on the contractor.

Note 2: Percentage Shortfall attributable to contractor w.r.t. "Plan - Shortfall attributable to BHEL" for the month = $[(\Sigma E - \Sigma B) / (\Sigma A - \Sigma D)] \times 100$
In case, $(\Sigma E - \Sigma B)$ is negative, then it shall be treated as zero percent."

Note 3: Form 14 should include all items being planned in the current month, and all items against which shortfall was attributable to contractor till previous month. However, for practical reason, if it is not possible to mention some of the items in Form-14 being planned to be executed in this month, then also value of such items shall necessarily be included in calculation of Total Value.

Note 4: In case reason for shortfall attributable to contractor is w.r.t. T&P and Manpower, it should be in conformity with Part B1 and B2.

BHEL
(Sign with name, designation and date)

CONTRACTOR
(Sign with name, designation and date)

 PS-	MONTHLY PLAN & REVIEW WITH CONTRACTOR	Page 3 of 6
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Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – B-1: PLAN/REVIEW OF DEPLOYMENT OF MAJOR T&Ps FOR THE MONTH OF

Date of Plan/ Review.....

CONTRACTOR'S SCOPE: -

SN.	PLAN				DEPLOYMENT STATUS			
	Major T&P to be deployed as per work planned for the month	QTY	Deployment Period (in days)	Weightage assigned to planned T&P (in fraction such that $\Sigma C = 1$)	Actual Deployed Quantity	Actual Deployment Period (in days)	Weighted T&P Deployed	REMARKS (Works affected due to non-deployment of T&Ps)
		A	B	C	D	E	$F = (C \times D \times E) / (A \times B)$	

Note: In case, $E > B$, it shall be considered as $E = B$. Similarly, in case $D > A$, it shall be considered as $D = A$.
Percentage of T&P Deployed = $\Sigma F \times 100$

BHEL SCOPE: -

SN.	PLAN				DEPLOYMENT STATUS		
	Major T&P to be deployed as per work planned for the month	QTY	Deployment Period (in days)	Actual Deployed Quantity	Actual Deployment Period (in days)	REMARKS (Works affected due to non-deployment of T&Ps)	

BHEL
(Sign with name, designation and date)

CONTRACTOR
(Sign with name, designation and date)

 PS-	MONTHLY PLAN & REVIEW WITH CONTRACTOR	Page 4 of 6
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Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – B-2: PLAN/ REVIEW OF DEPLOYMENT OF MANPOWER FOR THE MONTH OF

Date of Plan/ Review.....

CONTRACTOR'S SCOPE: -

SN.	Area of Work	Category of Labour	No. of Labour required as per category	Deployment Period (in days)	No. of Labour actually deployed	Actual Deployment Period (in days)	REMARKS (Works affected due to non-availability of labour)
			A	B	C	D	

Percentage of Manpower Deployed= $100 \times \frac{\sum(C \times D)}{\sum(A \times B)}$

BHEL
(Sign with name, designation and date)

CONTRACTOR
(Sign with name, designation and date)

 PS-	MONTHLY PLAN & REVIEW WITH CONTRACTOR	Page 5 of 6
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Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – C: PLAN(PHYSICAL) FOR THE NEXT MONTH i.e.

Date of Plan

SN.	Description of work	Original Planned Quantity	Planned Quantity (excluding shortfalls attributable to contractor till date)	Unit of Measurement	T&Ps Required				Manpower Required		REMARKS (Reasons for difference in Original Planned Quantity w.r.t. Planned quantity to be given)
					Contractor Scope		BHEL Scope		Category of Labour	No. of Labour required as per Category	
					Major T&P to be deployed as per work planned for the month	Quantity	Major T&P to be deployed as per work planned for the month	Quantity			

Note 1: Planned quantity should be based on available/ expected fronts/ inputs in the next month

Note 2: “Original Planned Quantity” shall be as per latest jointly agreed programme between BHEL and Contractor before commencement of work or at the time of latest Time Extension, as the case may be.

BHEL
(Sign with name, designation and date)

CONTRACTOR
(Sign with name, designation and date)

 PS-	MONTHLY PLAN & REVIEW WITH CONTRACTOR	Page 6 of 6
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Name of Project		Contract No.	
Name of Work		Name of Contractor	

PART – D: REASONS FOR SHORTFALL ATTRIBUTABLE TO BHEL IN RESPECT OF PLAN FOR THE MONTH.....

SN.	Description of Work (from Part-A)	Quantities Affected		Reasons for Shortfall attributable to BHEL	Agency responsible for reasons for Shortfall	Remarks (Supporting Documents in respect of agency responsible)
		(Physical Quantity)	Unit of Measu- rement			
1	2	3	4	5	6	7

Note1: Reasons for shortfall shall include non-availability of fronts/ drawings/ materials/ T&P (BHEL Scope)/ clearances etc. and other hindrances for which contractor is not responsible.

Note2: Agency responsible may be BHEL Site/ MUs/ Design Centre/ BHEL Customer/ other Contractors etc.

BHEL
(Sign with name, designation and date)

BANK GUARANTEE FOR PERFORMANCE SECURITY

Bank Guarantee No:

Date:

To

NAME

& ADDRESSES OF THE BENEFICIARY

Dear Sirs,

In consideration of the Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091 having awarded to (Name of the Vendor / Contractor / Supplier) having its registered office at _____¹ hereinafter referred to as the 'Contractor/Supplier', which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns), a contract Ref No.....dated² valued at Rs.....² (Rupees -----)for <Nature of Work>³ (hereinafter called the 'Contract') and the Contractor having agreed to provide a Contract Performance Guarantee, equivalent to% (.... Percent) of the said value of the Contract to the Employer for the faithful performance of the Contract,

we,, (hereinafter referred to as the Bank), having registered/Head office at and inter alia a branch at being the Guarantor under this Guarantee, hereby, irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer a maximum amount Rs ----- (Rupees -----)⁴ without any demur, immediately on a demand from the Employer, .

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____.

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor/ Supplier in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment thereunder and the contractors/supplier shall have no claim against us for making such payment.

We thebank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.

We BANK further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Contractor/Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Contractor/Supplier and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/Supplier or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Contractor/Supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's liabilities.

This Guarantee shall remain in force upto and including.....⁵ and shall be extended from time to time for such period as may be desired by Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor/Supplier but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof.

Unless a demand or claim under this guarantee is made on us in writing on or before the⁶ (3 months more than the present date of validity of Bank Guarantee) we shall be discharged from all liabilities under this guarantee thereafter.

We, BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁷
- b) This Guarantee shall be valid up to⁸
- c) Unless the Bank is served a written claim or demand on or before⁹ (3 months more than the present date of validity of Bank Guarantee) all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, _____ Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts of at Kolkata only.

For and on behalf of
(Name of the Bank)

Dated.....

Place of Issue.....

¹ NAME AND ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER.

² DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

³ PROJECT/SUPPLY DETAILS

⁴ BG AMOUNT IN FIGURES AND WORDS

⁵ VALIDITY DATE

⁶ DATE OF EXPIRY OF CLAIM PERIOD

⁷ BG AMOUNT IN FIGURES AND WORDS.

⁸ VALIDITY DATE

⁹ DATE OF EXPIRY OF CLAIM PERIOD

Note:

1. Units are advised that expiry of claim period may be kept 2/3 months after validity date.

2. In Case of Bank Guarantees submitted by Foreign Vendors-

- a. **From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.

- b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**
- b.1** In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
- b.2** **In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank** (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
- b.3** The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
- b.4** The BG should clearly specify that the demand or other document can be presented in electronic form.

**BANK GUARANTEE FOR SECURITY DEPOSIT CUM PERFORMANCE BANK GUARANTEE
BOND**

B.G. NO.

Date

This deed of Guarantee made this ----- day of -----two thousand ---- by <Name and Address of Bank> hereinafter called the "The Guarantor" (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) in favour of M/s Bharat Heavy Electrical Limited (A Govt. of India Undertaking) a company incorporated under the Companies Act, 1956, having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its unit at <Address of Power Sector Region¹> hereinafter called "The Company" (which expression shall unless repugnant to the context or meaning thereof be deemed to include its successors and assigns)

WHEREAS < Contractor's Name and Address> (hereinafter referred to as the Contractor) have entered into a contract arising out of Letter of Intent no. < LOI REF & Date > (hereinafter referred to as "the contract") for < Name of Work > with the company.

AND WHEREAS the contract inter-alia provides that the contractor shall furnish to the company a sum of Rs.----- (Rupees-----) towards security deposit for due and faithful performance of the contract in the form and manner specified therein.

AND WHEREAS the contractor has approached the Guarantor and in consideration of the arrangement arrived at between the contractor and the Guarantor, the Guarantor has agreed to give the Guarantee as hereinafter mentioned in favour of the company.

The Guarantor do hereby guarantee to the company the due and faithful performance, observance or discharge of the Contract by the contractor and further unconditionally and irrevocably undertake to pay to the Company without demur and merely on a demand, to the extent of Rs.----- (Rupees-----) against any claim by the company on them for any loss, damage, costs, charges and expenses caused to or suffered by the company by reasons of the contractor making any default in the performance, observance or discharge of the terms, conditions, stipulations or undertakings or any of them as contained in the contract.

The decision of the company whether any default has occurred or has been committed by the contractor in the performance, observance or discharge of any of the terms, conditions, stipulations or undertakings or any one of them as contained in the contract and / or as to the extent of loss, damage, costs, charges and expenses caused to or suffered by the company by reason of the contractor making any default in the performance, observance or discharge of any of the terms, conditions, stipulations or undertakings or any one of them shall be conclusive and binding on the Guarantor irrespective of the fact whether the contractor admits or denies the default or questions the correctness of any demand made by the company in any Court, Tribunal or Arbitration proceedings or before any other Authority.

The company shall have the fullest liberty without affecting in any way the liability of the Guarantor under this Guarantee, from time to time to vary any of the terms and conditions of the contract or extend time of performance by the contractor or to postpone for any time and from time to time any of the powers exercisable by it against the contractor and either enforce or forebear from enforcing any of the terms and conditions governing the contract or securities available to the company and the Guarantor shall not be released from its liability under these presents by any exercise by the company of the liberty with reference to the matters aforesaid or by reasons of time being given to the contractor or any other forbearance, act or commission on the part of the company or any indulgence by the company to the contractor or any other matter or thing whatsoever which under the law relating to sureties would, but for this provision have the effect of so releasing the Guarantor from its liability under this guarantee.

The Guarantor further agrees that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the contract and its claim satisfied or discharged and till the company certifies that the terms and conditions of the contract have been fully and properly carried out by the contractor and accordingly discharges this Guarantee, subject however, that the company shall have no claim under this Guarantee after ----- i.e. (3 months more than the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time, as the case may be) unless a notice of the claim under this Guarantee has been served on the Guarantor before the expiry of the said period in which case the same shall be enforceable against the Guarantor notwithstanding the fact that the same is enforced after the expiry of the said period.

**BANK GUARANTEE FOR SECURITY DEPOSIT CUM PERFORMANCE BANK GUARANTEE
BOND**

The Guarantor undertakes not to revoke this Guarantee during the period it is in force except with the previous consent of the Company in writing and agrees that any liquidation or winding up or insolvency or dissolution or any change in the constitution of the contractor or the Guarantor shall not discharge the Guarantor's liability hereunder.

It shall not be necessary for the company to proceed against the contractor before proceeding against the Guarantor and the Guarantee herein contained shall be enforceable against them notwithstanding any security which the Company may have obtained or obtain from the Contractor shall at the time when proceedings are taken against the Guarantor hereunder be outstanding or unrealized.

Notwithstanding anything contained herein before, our liability under the Guarantee is restricted to Rs.-----
- (Rupees-----). Our guarantee shall remain in force until -----, i.e. (the present date of validity of Bank Guarantee unless the date of validity of this Bank Guarantee is further extended from time to time) unless a claim or demand under this guarantee is made against us on or before ----- (3 Months more than the validity date) we shall be discharged from our liabilities under this Guarantee thereafter.

Any claim or dispute arising under the terms of this documents shall only be enforced or settled in the courts of at < **Name of place²** > only.

The Guarantor hereby declares that it has power to execute this guarantee and the executant has full powers to do so on behalf of the Guarantor.

IN WITNESS whereof the ----- (Bank) has hereunto set and subscribed its hand the day, month and year first, above written.

(Name of the Bank)

Signed for and on behalf of the Bank
(Designation of the Authorized Person Signing the Guarantee)

(Signatory No.-----)

DATED:

SEAL

Notes :

1. **Address of Power Sector Regions (inviting the Tender)** is as below:
 - PSNR : Bharat Heavy Electricals Limited, Power Sector Northern Region, HRDI & PSNR Complex, Plot No 25, Sector 16-A, Noida – 201 301 (Uttar Pradesh)
 - PSER : Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700 091
 - PSWR: Bharat Heavy Electricals Limited, Power Sector Western Region, Shree Mohini Complex, 345 Kingsway, Nagpur 440 001
 - PSSR: Bharat Heavy Electricals Limited, Power Sector Southern Region, 690, Anna Salai, Nandanam, Chennai 600 035
2. **Name of place (for jurisdiction of Courts)** is as below:
 - PSNR : Delhi
 - PSER : Kolkata
 - PSWR: Nagpur
 - PSSR : Chennai
3. The BG shall be executed on non-judicial stamp papers of adequate value procured in the name of the Bank in the State where the Bank is located.
4. The BG is required to be sent by the executing Bank directly to BHEL at the address where tender is submitted / accepted under sealed cover.

BANK GUARANTEE FOR RELEASE OF AMOUNTS WITHHELD/LIQUIDATED DAMAGES AMOUNT

Bank Guarantee No:

Date:

To

NAME

& ADDRESSES OF THE BENEFICIARY

Dear Sirs,

In consideration of the Bharat Heavy Electricals Limited ¹(hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091 having awarded to (Name of the Vendor / Contractor / Supplier) incorporated under thehaving its registered office at _____ ¹(hereinafter referred to as the 'Contractor', which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns), a contract Ref No.....dated²valued at Rs.....(Rupees -----) for <Nature of Work>³(hereinafter called the 'Contract')

The Contractor as per Contract should have completed the work/ supplies under the contract by.....(date). As per terms and conditions of the Contract, the Employer is entitled to levy Liquidated Damages (LD) for delays and the Employer has withheld an amount of Rsby way of LD as per the Contract. Now, on the request of the Contractor, the Employer having agreed to release the amount of Rs.....withheld from the Contractor's invoices as Liquidated damages under the terms and conditions of the Contract on production of a Bank Guarantee for Rs. _____ (Rupees.....only) ⁴

We,, (hereinafter referred to as the Bank), having registered/Head office at and inter alia a branch at being the Guarantor under this Guarantee, hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer a maximum amount of Rs ----- (Rupees -----) without any demur, merely on a demand from the Employer

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor/ Supplier in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment thereunder and the contractors/supplier shall have no claim against us for making such payment.

We thebank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.

We BANK further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Contractor/Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Contractor/Supplier and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/Supplier or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Contractor/Supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's/ Supplier's liabilities.

This Guarantee shall remain in force upto and including.....⁵ and shall be extended from time to time for such period as may be desired by Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor/Supplier but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof.

Unless a demand or claim under this guarantee is made on us in writing on or before the⁶ (3 months more than the present date of validity of Bank Guarantee) we shall be discharged from all liabilities under this guarantee thereafter.

We, BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁷
- b) This Guarantee shall be valid up to⁸
- c) Unless the Bank is served a written claim or demand on or before⁹ (3 months more than the present date of validity of Bank Guarantee) all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts of at Kolkata only.

For and on behalf of
(Name of the Bank)

Dated.....

Place of Issue.....

¹ NAME AND ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER.

² DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

³ PROJECT/SUPPLY DETAILS

⁴ BG AMOUNT IN FIGURES AND WORDS

⁵ VALIDITY DATE

⁶ *DATE OF EXPIRY OF CLAIM PERIOD*

⁷ *BG AMOUNT IN FIGURES AND WORDS.*

⁸ *VALIDITY DATE*

⁹ *DATE OF EXPIRY OF CLAIM PERIOD*

Note:

- 1. Units are advised that expiry of claim period may be kept 2/3 months after validity date.**
- 2. In Case of Bank Guarantees submitted by Foreign Vendors-**
 - a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
 - b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**
 - b.1** In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2** In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
 - b.3** The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
 - b.4** The BG should clearly specify that the demand or other document can be presented in electronic form.

BANK GUARANTEE FOR SUPPLY FREE ISSUE MATERIAL.

Bank Guarantee No:

Date:

To

NAME

& ADDRESSES OF THE BENEFICIARY

Dear Sirs,

In consideration of the Bharat Heavy Electricals Limited (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at BHEL House, Siri Fort, Asiad, New Delhi – 110049 through its Unit at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091 having awarded to (Name of the Vendor / Contractor / Supplier).having its registered office at _____¹ (hereinafter referred to as the 'Contractor/Supplier/Fabricator' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns), a contract Ref. No.....dated² valued at Rs.....(Rupees -----) for <Nature of Work>³ (hereinafter called the 'Contract')

and, the Employer having agreed as per the terms and conditions of the Contract to supply free issue material costing Rs._____ for the manufacture/fabrication of the equipment at the Contractor's site on on furnishing a Bank Guarantee for Rs._____ (Rupees.....)⁴ in the manner hereinafter specified for the due safeguard of the free issue material,

we,, (hereinafter referred to as the Bank), having registered/Head office at and inter alia a branch at being the Guarantor under this Guarantee, hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer a maximum amount of Rs ----- (Rupees -----) without any demur, merely on a demand from the Employer, .

Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. _____

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor/ Supplier in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment hereunder and the Contractors/Supplier shall have no claim against us for making such payment.

We theBank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged.

We Bank further agree that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said Contractor/Supplier from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Contractor/Supplier and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Contractor/Supplier or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Contractor/Supplier or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor/Supplier/ Fabricator and notwithstanding any security or other guarantee that the Employer may have in relation to the Contractor's/Supplier's/ Fabricator's liabilities.

This Guarantee shall remain in force upto and including.....⁵ and shall be extended from time to time for such period as may be desired by Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Contractor/ Supplier/ Fabricator but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms thereof.

Unless a demand or claim under this guarantee is made on us in writing on or before the⁶ (3 months more than the present date of validity of Bank Guarantee) we shall be discharged from all liabilities under this guarantee thereafter.

We, BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....⁷
- b) This Guarantee shall be valid up to⁸
- c) Unless the Bank is served a written claim or demand on or before⁹ (3 months more than the present date of validity of Bank Guarantee) all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

We, Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

Any claim or dispute arising under the terms of this document shall only be enforced or settled in the courts of at Kolkata only.

For and on behalf of
(Name of the Bank)

Dated.....

Place of Issue.....

¹ NAME AND ADDRESS OF THE VENDOR /CONTRACTOR / SUPPLIER .

² DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE

³ PROJECT/SUPPLY DETAILS

⁴ BG AMOUNT IN FIGURES AND WORDS

⁵ VALIDITY DATE

⁶ DATE OF EXPIRY OF CLAIM PERIOD

⁷ BG AMOUNT IN FIGURES AND WORDS.

⁸ VALIDITY DATE

⁹ DATE OF EXPIRY OF CLAIM PERIOD

Note:

1. Units are advised that expiry of claim period may be kept 2/3 months after validity date.
2. In Case of Bank Guarantees submitted by Foreign Vendors-
 - a. **From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
 - b. **From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**
 - b.1 In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter- Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2 **In case, Foreign Vendors intend to provide BG from Overseas Branch of our Consortium Bank** (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
 - b.3 The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
 - b.4 The BG should clearly specify that the demand or other document can be presented in electronic form.

PROFORMA OF BANK GUARANTEE FOR EARNEST MONEY
(On non-Judicial paper of appropriate value)

Bank Guarantee No.....

Date.....

To

(Employer's Name and Address)

.....

Dear Sirs,

In accordance with the terms and conditions of your Invitation for Bids/Notice Inviting Tender No.....¹(Tender Conditions) M/s. having its registered office at² (hereinafter referred to as the '**Tenderer**'), is submitting its bid for the work of..... for.....³. at Bharat Heavy Electricals Limited, Power Sector Eastern Region, BHEL Bhawan, Plot No 9/1, DJ Block, Sector-II, Salt lake City, Kolkata – 700091.⁴(name of the Employer)

The Tender Conditions provide that the **Tenderer** shall pay a sum of Rs as Earnest Money Deposit in the form therein mentioned. The form of payment of Earnest Money Deposit includes Bank Guarantee executed by a Scheduled Bank.

In lieu of the stipulations contained in the aforesaid Tender Conditions that an irrevocable and unconditional Bank Guarantee against Earnest Money Deposit for an amount of⁵ is required to be submitted by the Tenderer as a condition precedent for participation in the said Tender and the Tenderer having approached us for giving the said Guarantee,,

we, the[Name & address of the Bank] having our Head Office at(hereinafter referred to as the Bank) being the Guarantor under this Guarantee, hereby irrevocably and unconditionally undertake to forthwith and immediately pay to the Employer without any demur, merely on your first demand any sum or sums of Rs. ⁵(*).....without any reservation, protest, and recourse and without the beneficiary needing to prove or demonstrate reasons for its such demand. Any such demand made by the 'Employer' shall be

conclusive and binding on us irrespective of any dispute or difference raised by the Tenderer.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment hereunder and the Tenderer shall have no claim against us for making such payment.

We Bank further agree that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Tender or to extend the time of submission of bids from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said Tenderer and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Tenderer or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said Tenderer or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

The Bank also agrees that the Employer at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Tenderer and notwithstanding any security or other guarantee that the Employer may have in relation to the Tenderer's liabilities.

This Guarantee shall be irrevocable and shall remain in force upto and including.....⁶ and shall be extended from time to time for such period as may be desired by the Employer.

This Guarantee shall not be determined or affected by liquidation or winding up, dissolution or change of constitution or insolvency of the Tenderer but shall in all respects and for all purposes be binding and operative until payment of all money payable to the Employer in terms hereof. However, unless a demand or claim under this Guarantee is made on us in writing on or before the⁷ we shall be discharged from all liabilities under this Guarantee.

We, Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed.....5.....
- b) This Guarantee shall be valid up to6
- c) Unless the Bank is served a written claim or demand on or before _____⁷ all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank

We, _____ Bank, have power to issue this Guarantee under law and the undersigned as a duly authorized person has full powers to sign this Guarantee on behalf of the Bank.

For and on behalf of

(Name of the Bank)

Date.....

Place of Issue.....

¹ *Details of the Invitation to Bid/Notice Inviting Tender*

² *Name and Address of the Tenderer*

³ *Details of the Work*

⁴ *Name and Address of BHEL Unit/Division/Region (Already filled up)*

⁵ *BG Amount in words and Figures*

⁶ *Validity Date*

⁷ *Date of Expiry of Claim Period*

Note:

1. Units are advised that expiry of claim period may be kept 2/3 months after validity date. As per Works Policy, the Bank Guarantee shall be valid for at least six months.

2. In Case of Bank Guarantees submitted by Foreign Vendors-

- a. From Nationalized/Public Sector / Private Sector/ Foreign Banks (BG issued by Branches in India)** can be accepted subject to the condition that the Bank Guarantee should be enforceable in the town/city or at nearest branch where the Unit is located i.e. Demand can be presented at the Branch located in the town/city or at nearest branch where the Unit is located.
- b. From Foreign Banks (wherein Foreign Vendors intend to provide BG from local branch of the Vendor country's Bank)**

 - b.1** In such cases, in the Tender Enquiry/ Contract itself, it may be clearly specified that Bank Guarantee issued by **any of the Consortium Banks only** will be accepted by BHEL. As such, Foreign Vendor needs to make necessary arrangements for issuance of Counter- Guarantee by Foreign Bank in favour of the Indian Bank (BHEL's Consortium Bank). It is advisable that all charges for issuance of Bank Guarantee/ counter-Guarantee should be borne by the Foreign Vendor. The tender stipulation should clearly specify these requirements.
 - b.2** **In case, Foreign Vendors intend to provide BG from Overseas Branch** of our Consortium Bank (e.g. if a BG is to be issued by SBI Frankfurt), the same is acceptable. However, the procedure at **sl.no. b.1** will required to be followed.
 - b.3** The BG issued may preferably be subject to Uniform Rules for Demand Guarantees (URDG) 758 (as amended from time to time). In case, of Foreign Vendors, the BG Format provided to them should clearly specify the same.
 - b.4** The BG should clearly specify that the demand or other document can be presented in electronic form.

Form for getting payment through RTGS (Real Time Gross Settlement)

01. Name of Vendor **BHARAT HEAVY ELECTRICALS LTD.**
02. Address **~~BHEL~~ BHEL HOUSE, SIRI FORT, N. DELHI**
03. Vendors Bank A/c Name **BHARAT HEAVY ELECTRICALS LTD.**
04. Vendors Bank A/c No. **11107800029**
05. Name of Bank **STATE BANK OF INDIA**
06. Name of Branch **COMMERCIAL BR., SALT LAKE, SECTOR-V**
07. Branch Phone No. **KOLKATA**
08. City **033-23575666**
09. IFSC Code of the Branch **KOLKATA**
SBIN 0004289

The charges if any for payment through RTGS may be recovered from the Bill submitted by us.

Signature of Authorized Representative of Vendor
के. के. कोआरी / K. K. Coari
उप महाप्रबंधक (वित्त) / Dy. General Manager (Fin)
बी. एच. ई. एल. : पी.एस.ई.आर : कोलकाता - 700 091
BHEL: PSER / Kolkata-700 091

Confirmation by Banker
with office seal


Note : Incorrect information will create Accounting complications and payment will be delayed