

**BHARAT HEAVY ELECTRICALS LIMITED**

(A Government of India Undertaking)

PIPING CENTRE, MATERIAL MANAGEMENT

Phone: 2816 1380

Phone: 28161375

PUR 002/01

80, Gopathy Narayanaswamy Road, T.Nagar, Chennai – 600 017.

INDIGENOUS ENQUIRY	ENQUIRY REFERENCE	DATE
	4501600018	18.04.2016
Name of Supplier :	DUE DATE FOR QUOTATION – 09.05.2016	
	THIS IS ONLY A REQUEST FOR QUOTATION AND NOT AN ORDER	

Suppliers Are Requested To Go Through Terms & Conditions Before Submission of Offers.

Sl. No.	Material Code	Description & Specification	Unit	Qty.	DELIVERY SCHEDULE		
					Qty.	Date	Remarks
		Movement of Old files from BHEL Piping Centre T. Nagar, Chennai – 600 017 To BHEL PPPU, Thirumayam – 622 507. Annexure Enclosed					

Encl. to Enquiry:

1. Important Information to Bidders
2. Price Format
3. Special instructions

Dear Sirs,

Please submit your lowest quotation in triplicate, subject to our terms and conditions overleaf, for the above materials, so as to reach us on or before the due date by 2 P.M.

1. Quotations will be opened at 2-30 P.M. on the due date in camera/In the presence of the tenderers who may like to be present.
2. Price should be nett FOR destination inclusive of risk in transmit and remain valid for 120 days from the due date.
3. If any Sales tax and Excise duty are payable as extra to the quoted price the percentage of the same should be specifically stated in the quotation failing which the purchaser will not be liable for payment of Sales Tax / Excise Duty. Our T.N.G.S.T.No.3560005/dt.1-4-95, C.S.T.No.239383 dt.11-6-91.
4. If the enquired items are coming under D.G.S & D rate contract, please indicate the rate contract prices duly sending a copy of the rate - contract along with your offer.
5. No revision of prices will be entertained after tenders are opened.
6. Manufacturers name, brand name trademark or patent No. if any should be specified. Illustrate leaflets giving particulars are required along with quotation wherever necessary.
7. Products with I.S.I.certification marks will be preferred.
8. The purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject in part or full without assigning any reason whatsoever.
9. Late tenders are liable to be rejected.
10. Any deviations to the enquired technical and commercial conditions shall be clearly indicated in the covering letter of the quotation.

Yours faithfully,

For BHARAT HEAVY ELECTRICALS LIMITED

Abhishek Iyer
Manager / Purchase

ABHISHEK KRISHNA IYER
Engineer - Purchase
BHEL - Piping Centre
Chennai - 600 017.

IMPORTANT INFORMATION TO BIDDERS

- 1) This tender is a **SINGLE PART bid**, i.e., only price bids shall be sent.

The above bid shall be sent in a sealed envelope and duly superscribed as follows :-

“Enquiry no: 4501600018 / 18.04.2016, Tender opening date 09.05.2016”

It shall be addressed to the following :-

To.

**Manager / Purchase, Pipes & Misc.
Bharat Heavy Electricals Limited,
Piping Centre,
80, G.N. Road, T. Nagar,
Chennai – 600 017.
Phone: 2816 1380”**

- 2) **TERMS OF PAYMENT:** Payment will be made at after delivery and unloading at the destination. Payment will be made at Piping Centre against Invoice Duly Certified by BHEL Admin Department. The invoice should also be certified as per Point 17 of “Terms and Conditions”.
- 3) Your offer should be strictly confirm to our requirement. Prices and applicable taxes should be indicated clearly without any corrections.
PRICES TO BE GIVEN STRICTLY IN THE PRICE FORMAT ATTACHED ALONG WITH THIS ENQUIRY.
- 4) **ONLY THOSE VENDORS WHO GIVE SPECIFIC UNCONDITIONAL ACCEPTANCE TO ALL THE MENTIONED DOCUMENTS MENTIONED IN THE ENQUIRY WILL BE CONSIDERED.**
- 5) **Following documents should be submitted –**
a) **All Enquiry documents duly signed and sealed as acceptance**
b) **“Terms and Conditions” duly signed and sealed as acceptance (Annexure – A)**
c) **“Price Bid Format” indicating the prices, duly signed and sealed (Annexure – B)**
- 6) **Security Deposit – 10% of the order value shall be collected as Security Deposit in the form of DD from the successful tenderer.**
- 7) **The Security Deposit shall be returned after completion of work and submission of invoice. Security Deposit shall not carry any interest.**
- 8) **Last date of submission of offer is 09.05.2016, 14:00 hrs. Bids submitted after the deadline will not be entertained.**
- 9) **The bid opening date and time is 09.05.2016, 14:30 hrs.**

The bidder alongwith 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.


ABHISHEK KRISHNA IYER
Engineer - Purchase
BHEL - Piping Centre
Chennai - 600 017.



Bharat Heavy Electricals Limited
(Government of India Undertaking)
Piping Centre, 80/93, G.N.Road, T.Nagar, Chennai-600017

TERMS AND CONDITIONS FOR MOVEMENT OF OLD FILES
FROM BHEL PIPING CENTRE T.NAGAR, CHENNAI-600017 TO BHEL, THIRUMAYAM-622507
(Annexure-A)

BHE:PC:ADMN:

17.03.2016

BHEL - Piping Centre, Chennai-17 hereby invites Offers on from prospective and resourceful Bidders, who can move old files from our Office in the above address to BHEL Power Piping Plant, Thirumayam-622507, Tamil Nadu, on the following Terms and Conditions.

1. Bidder shall visit BHEL PC Office and physically assess the quantum of old files to be moved.
2. Bidder shall do packing of old files identified by BHEL Official(s) at BHEL PC Office premises only.
3. Bidder shall bring necessary packing materials like carton boxes, threads, tapes, pin, etc. at his cost.
4. Bidder shall bring necessary labour at his cost.
5. After packing, Loading at BHEL PC Office and Unloading at BHEL Thirumayam at the place identified by BHEL Officials, shall be carried out by the Bidder.
6. Bidder shall not load any other outside luggage, consignment, material, etc. along with our packages.
7. Necessary applicable statutory toll charges, taxes, fees, etc. shall be paid by the Bidder.
8. The truck used shall have valid documents such as Registration, FC, Insurance, etc.
9. The truck Driver shall have valid Heavy Vehicle Driving License.
10. Necessary fuel (Diesel) shall be filled for the Truck by Bidder at his cost.
11. The Bidder shall place a truck in good condition, covered for protecting from rain and sun.
12. The Truck and Driver shall not indulge any illegal activities and adhere to applicable statutory rules and regulations framed by State and Central Governments.
13. The Offer shall indicate competitive rates for Packing Materials, Labour Charges, Freight Charges including Loading & Unloading per KM one way, Capacity & Size of the Truck, Document Charges, Toll Charges, Applicable Taxes, etc. with Delivery time, Offer Validity Period, etc. as per enclosed format (Annexure-B).
14. Truck Details with Registration Number along with Driver Details with Contact Numbers, shall be submitted by the Bidder to BHEL Piping Centre Chennai-17, before departure from Chennai after loading of packed files / carton boxes.
15. Sender and Receiver details will be provided by BHEL Piping Centre Chennai-17.
16. Payment will be made after delivery and unloading at the destination.
17. Bill / Invoice shall be submitted by the Bidder to Sr.Manager/HR&Administration, Piping Centre, BHEL, 80/93, G.N.Road, T.Nagar, Chennai-600017, for payment, along with Delivery Certification duly signed by BHEL Official at Thirumayam, for having delivered and unloaded the consignment in good condition.


Place:

Signature of the Bidder:

Date:

Name of Authorized Signatory :

Address with Company Seal :


ABHISHEK KRISHNA IYER
Engineer - Purchase
BHEL - Piping Centre
Chennai - 600 017.

**PRICE BID FORMAT FOR MOVEMENT OF OLD FILES
FROM BHEL PIPING CENTRE T.NAGAR, CHENNAI-600017 TO BHEL, THIRUMAYAM-622507
(Annexure-B)**

BHE:PC:ADMN:

17.03.2016

Sl. No.	Description	Price Quoted in Figures	Price Quoted in Words
1.	Packing Materials	₹	Rupees
2.	Labour Charges	₹	Rupees
3.	Freight Charges	₹	Rupees
4.	Document Charges, if any.	₹	Rupees
5.	Toll Chages	₹	Rupees
6.	Other Charges, if any. Pl indicate.	₹	Rupees
7.	Service Tax @ _____%	₹	Rupees
8.	Other Applicable Tax, if any @ _____%	₹	Rupees
9.	Total Amount	₹	Rupees

Place:

Signature of the Bidder:

Date:

Name of Authorized Signatory :

Address with Company Seal :

Abhishek Krishna Iyer

ABHISHEK KRISHNA IYER
Engineer - Purchase
BHEL - Piping Centre
Chennai - 600 017.