

BHARAT HEAVY ELECTRICALS LIMITED
CORPORATE RESEARCH & DEVELOPMENT DIVISION
VIKASNAGAR, HYDERABAD-500 093.

PROJECTS DEPARTMENT

Tender Ref: RD/CLX/Enlist/16 Dt: 28.03.2016

ENLISTMENT OF CIVIL / ELECTRICAL / PESTICIDES CONTRACTORS

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Issuing Officer

BHARAT HEAVY ELECTRICALS LIMITED
CORPORATE RESEARCH & DEVELOPMENT DIVISION
VIKASNAGAR, HYDERABAD-500 093.

Telephone No.040-23882110
040-23882339

PROJECTS DEPARTMENT

NOTICE FOR ENLISTMENT OF CIVIL / ELECTRICAL / PESTICIDE CONTRACTORS

Applications are invited in sealed covers for enlistment of contractors for Civil, Structural, Horticultural and allied works under different clauses.

Sl.No.	Category	Value (up to Rs.in Lakh)
1.	Civil, Structural, Horticultural and allied works in BHEL R&D campus – Class – F	5.00 Lakhs
2.	Civil, Structural, Horticultural and allied works in BHEL R&D campus – Class – E	10.00 Lakhs
3.	Civil, Structural, Horticultural and allied works in BHEL R&D campus – Class – D	25.00 Lakhs
4.	Civil Structural, Horticultural and allied works in BHEL R&D campus- Class – C	50.00 Lakhs
5.	Civil, Structural, Horticultural and allied works in BHEL R&D campus – Class – B	100.00 Lakhs
6.	Civil, Structural, Horticultural and allied works in BHEL R&D campus – Class – A	Above 100.00 Lakhs

Above value excludes cost of free issue materials supplied by BHEL R&D.

Eligibility criteria:-

The applicant should possess and submit the following documents for enlistment.

1. Registration for PF, ESI and Labour license. In case of pending registration proof of submission of the same to be produced.
- 2.* Average annual financial turnover of civil/structural/horticultural/ electrical / pesticide works in the last 3 years should be at least 30% of value of respective classes for which enlistment is sought for.
- 3.* During last Seven years successfully completed works either
 - I) 3 civil/structural/horticultural works not less than 40% value in each [OR]
 - II) 2 civil/structural/horticultural works not less than 50% value in each [OR]
 - III) 1 civil/structural/horticultural work not less than 80% value in each [OR]
 - IV) Electrical contractors should provide electrical licence from the concerned authority
 - V) Electrical and pesticide contractors also the above conditions holds good.
- 4.* Solvency certificate from Banks/registered financial institutions should be furnished for the value of 30% of the respective classes for which registration is sought for.
5. Income Tax details viz., proof of submission of concerned IT return form for the current year.
6. Registration of VAT for serial No.2 to 6 and APGST/TIN for serial No.1.

*Mandatory for works more than Rs.5.0 lakhs value.

: 2 :

All other details contained in the application form which can be had from the under signed or download from our web-site www.bhel.com. The cost of application/ Terms and conditions is Rs.300.00. The applicants who want to download the application and terms and conditions can pay in the form of a crossed DD drawn in the favour of “**Accounts Officer, BHEL R&D, Vikasnagar, Hyderabad**”.

Issue of application/terms and conditions from 04/05/2016 to 24/05/2016

Last date to receive filled-in applications – 25/05/2016

Enlistment fee as indicated in the application form shall be furnished while submitting the application. Separate DDs drawn in favour of Accounts Officer BHEL R&D Hyderabad are to be submitted for the cost of application/Terms and conditions and enlistment fee if the application is downloaded from web-site.

BHEL R&D reserves its right to accept/reject any or all the applications without assigning any reasons.

Hyderabad-500 093

Date:

Sd/-
AGM (Projects)

Contd.3/-

: 3:

PREAMBLE AND TERMS & CONDITIONS

PREAMBLE

1. Scope of work involves construction and maintenance works of civil, structural steel/RCC, expansions, renovations and Horticultural, Electrical and pesticide works in BHEL R&D campus also within a radius of 50 km from BHEL R&D.
2. Usually working hours are limited to day time only. In emergency cases works may be carried out during nights with the specific prior permission of BHEL R&D management. In such case it is to be carried out in the presence of BHEL R&D officials or their authorized persons.
3. The works executed in the own name of applicant only will be considered for eligibility criteria.
4. Dissimilar/irrelevant works will not be considered for eligibility criteria.
5. Documentary evidences for turnover, works experience, PF, ESI, sales tax registration and other statutory requirements etc., all as indicated & required should be furnished without which the application for enlistment cannot be considered.
6. The applicant shall strictly adhere to various labour laws in force.
7. The applicant shall follow norms of BHEL R&D security system for movement of men, materials & machinery within the campus.
8. BHEL General conditions of contract will apply.

Signature of the Applicant/Firm

Contd.4/-

TERMS AND CONDITIONS

1. Any Indian individual, sole proprietorship firm, partnership firm, public or private limited company is entitled to get enlistment as a contractor in BHEL R&D under these terms and conditions, provided the eligibility criteria and other norms are satisfied. The enlisted contractors have to abide by all rules made herein and as mentioned from time to time during the currency of their enlistment
2. No individual or a firm having such individual as one of the partners, who is a dismissed government servant or disqualified from the approved list of contractors or demoted to lower class or having business banned/suspended by any government department in the past or convicted by a court of law shall be entitled for enlistment, if it is found so at a later date action will be taken against the individuals.
3. No Engineer or any other official employed in Engineering or Administrative duties in the Engineering Department of the Government of India is allowed to work in BHEL R&D either as contractor or as employee of a contractor for a period of Six Months after his retirement from Government service unless he has obtained prior permission of Government of India to do so. Even after enlistment if either the contractor or any of his employee is found to be a person who had not obtained the prior permission of Government of India as aforesaid, the name of contractor shall be removed from the list of enlisted contractors.
4. An applicant is not permitted to have enlistment in more than one name.
5. A partner of a firm or director of a company enlisted as a contractor cannot be as a partner/director in any other units of BHEL.
6. The enlistment in BHEL R&D shall entitle them to be considered for issue of tender notice subject to the conditions laid down in Notice Inviting Tenders only. It shall not confer any right on them either to be necessarily issued the tender papers or for award of work..
7. The applicant shall have to submit the application in the prescribed form to the enlistment authority complete with all documents.
8. Incomplete applications and applications not accompanied with necessary documents are liable to be rejected.
9. The enlistment authority shall have the right to verify the details furnished by the applicant.
10. If the enlistment authority finds the applicant suitable for enlistment, the enlistment order will be issued to the applicant, and, otherwise, intimation of rejection will be intimated to the applicant. The decision of the enlistment authority shall be final and binding on the applicant.
11. The enlistment will be valid for a period of three years from the date of issue of enlistment.
12. The enlistment will be done for classes as mentioned in the application form and in case the applicant is not found suitable for the class applied, then the applicant will be registered in the next eligible lower class, if suitable.
13. Applications for enlistment are also will be received from the agencies during any financial year after the initial enlistment. Subsequently, these applications will be scrutinised and communicated, which is also valid till next enlistment takes place.

Signature of the Applicant/Firm

Contd.5/-

14. The financial soundness shall be judged on the basis of the solvency certificate or the working Capital certificate, as the case may be, issued by the Bankers/recognised financial institutions of the contractor. Such certificate shall be issued by a scheduled bank/recognised financial institutions.
15. The applicant shall have to pay a non refundable enlistment fee in the form of a crossed demand draft drawn in favour of **"Accounts Officer, BHEL R&D, Vikasnagar, Hyderabad"**. For serial No.1 to 6 the **enlistment fee is Rs.1,000/- (Rupees One thousand only)** which is to be submitted along with the application form. The application without enlistment fee will be liable for rejection.
16. The applicant who got registered as enlisted contractor shall submit a copy of IT return form every subsequent year to the enlistment authority.
17. The applicant/ firm shall not modify the existing partnership or enter into any fresh partnership without the prior approval of the enlistment authority. Such proposal, if any, shall be submitted in advance giving full details of the intended partnership/sole proprietorship along with the draft partnership deed/affidavit and documents. Any change in status of the contractor as an 'individual' or in constitution of the firm without prior approval of the enlistment authority will render the contractor/firm liable to be removed from the approved list of contractors.
18. If a firm is converted in to two or more firms by any action of its partners, the new firm(s) or any separated partners(s) in his (their) individual/joint capacity shall have to apply for the enlistment afresh on the basis of work experience gained as a separate entity.
19. If new partners are taken in the firm, each new partner shall have to satisfy the conditions as mentioned in Sl.Nos.1, 2 &3.
20. If the number of original partners of a firm reduces to less than half due to any reason including death of partner(s), the enlistment of the firm shall be withdrawn.
21. The address of contractor or firm applying for enlistment should be the same in all documents, and any change in address to be intimated time to time.
22. The applicant shall have to abide by all the rules, terms and conditions of the contract and the Notice Inviting Tenders. He shall have to execute the works satisfactorily on time and with good quality. In case of failure the enlisting authority shall have the right to demote a contractor to a lower class, suspend business with him for any period, debar him or remove his name from the approved list of contractors after issue of show cause notice. Decision of the department shall be final and binding on the contractor.
23. Enlisting authority may modify, add, delete and/ or change any of the above terms and conditions and the same shall be binding on all enlisted contractors.

Signature of the Applicant/Firm

Contd.6/-

: 6 :

APPLICATION FOR ENLISTMENT AS CIVIL / ELECTRICAL / PESTICIDE CONTRACTOR

Tick/ Strike in the appropriate place :

1. Name of the Applicant/ Firm : M/s.

2. Nationality : Indian others

3. Address :

4. Telephone Nos. :

5. Fax Nos. :

6. Email Address :

7. Constitution : Individual Partnership firm
Public Ltd., Co. Private Ltd., Co.
Sole Proprietorship

8. Details of owner/ Partners/ Directors

Sl.No.	Name and Designation	Occupation	Telephone No.	Fax	E-mail
1.					
2.					
3.					
4.					
5.					
6.					
7.					

Contd.7/-

: 7 :

9. Class applied for :

10. Details of enlistment fee enclosed :

Draft No.	Date	Amount	Issuing Bank & Branch	Bank drawn up on
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11. P.F. Registration No. :

12. E.S.I. Registration No. :

13. Labour License Registration No. :

14. Electrical Licence for electrical Contractors.

15. Registration No./VAT/APGST/TIN as applicable. :

16. IT Pan No. :

17. Value of solvency (submit in original) :

18. Name of the Bank/recognised financial institution :

19. Details of Income Tax paid during last Three years : 1. 2012-13 -
2. 2013-14 -
3. 2014-15 -

20. Does applicant maintain any office : Yes/No

21. Is the Individual/Proprietor/Partner/ any other employee :

a. Dismissed Govt. Servant : Yes/No

b. Having business banned/Suspended by any Govt. body in the past : Yes/No

c. Convicted by Court of Law : Yes/No

Contd.8/-

: 8 :

- d. Retired Engineer/Official from Engineering Dept. of Government of India. : Yes/No
- e. Owner/Director/Partner or any other employee enlisted with any other Government body. : Yes/No
22. Name of the persons holding Power of Attorney in place of owner/firm :
23. Whether enlisted with any other department/unit of BHEL : Yes/No
- If yes give the details
- a. Name of the department & Address :
- b. Money limit/category :
- c. Enlistment No. & Date :
- d. Valid up to :
24. Is any person working with the applicant as a near relative of BHEL officials. : Yes/No
- If yes give the details
- a. Name :
- b. Staff No. :
- c. Designation & Department :
- d. Unit/PS/TBG sites :
25. Details of Tools, Plants, Machinery And equipments : As per Annexure-I

Contd.9/-

: 9 :

26. Details of similar works completed : As per annexure -II
during last 7 years

27. Certificates :

- a. Certified that I/We have read the preamble and terms & Conditions, and shall abide by them.
- b. Certified that the information given above is true to the best of my/our knowledge. I/We also understand that if any of the information given is wrong, I/We am/are liable to be de-listed.
- c. Certified that I/We will not get myself/ourselves registered as contractors in BHEL under more than one name.
- d. Certified that none of myself/partners/directors working in Government organization or any other Government body and also working in any other organization.

Name of the applicant/Firm

Signature

Address & Seal

1.

2.

3.

4.

Date:

Details of documents attached:

1.

5.

2.

6.

3.

7.

4.

8.

Signature of the applicant/Firm

Contd.10/-

: 10 :

ANNEXURE –I

Details of Tools, Plants, Machinery and Equipment owned:

Sl.No.	Name of the Equipment	No.	Capacity/Type	Age	Remarks
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

Signature of the Applicant/Firm

Contd.11

ANNEXURE-II

Details of works completed during last 7 years (Completion certificate to be enclosed):

Sl.No.	Name of the organization	Nature of work Civil/Structural/ Horticultural & allied works	Work order No & Value	Completion period with dates
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				

Signature of the Applicant/Firm