



**Bharat Heavy Electricals Limited  
Electronics Division  
Mysore Road, Bangalore – 560 026.**

Tender Ref.: ET/419

**NOTICE INVITING TENDER**

01. Tender Number : **ET/419**
02. Name of work : **Bellows Replacement in DG-5, 6 & 7**
03. Period of Contract : **One Month**
04. Earnest Money Deposit : **NIL**
04. Estimated Cost : **Rs.1.0 Lakhs**
05. Last Date & Time for the Receipt of Completed Tender. : **13:30 Hrs. on 15.06.2015**
06. Date & Time for Tender Opening : **13:45 Hrs. on 15.06.2015**
07. Place of submission of Tender : Tender Box marked as “**FS&T**” located in Reception Area of Electronics Division, BHEL Mysore Road, Bangalore – 560 026.

This tender document contains **09** pages including the following.

01. Instructions to Tenderers and Technical cum Commercial bid (Part-I: Page No.2-8) – Separate envelope.
02. Price bid (Part-II : Page No.9) - Separate envelope.

**Note:**

1. The tenderer shall read the tender documents carefully and fill all the columns neatly. Incomplete tenders may be rejected.
2. The tenderer shall return the duly filled in tender document after affixing signature on all pages.
3. The Tenderer shall ensure and put **“Instructions to Tenderers, Scope of Work, and Technical cum Commercial bid” together in one cover and “Price bid (Part – II)” in a separate cover. Both these covers shall be separately sealed and then put together in a single cover and sealed.** All the sealed covers shall be properly identified with necessary information such as Tender reference, type of document put inside, date of tender opening to enable to open the correct document cover only.

**Issued to:**

Signature Of the Tenderer

Issuing Officer



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**(PART-I)  
INSTRUCTIONS TO TENDERERS**

1. Sealed Tenders in two part bid for the above noted work are hereby invited from Contractors experienced in works of similar kind and magnitude.
2. Tenders should be addressed to the Issuing Officer, Electronics Division, Bharat Heavy Electricals Limited, Mysore Road, Bangalore – 560 026. The full name and address of the Tenderer, name of the work and the date of opening should be indicated on the cover.
- 2.1 The local address of the Contractor, the name of the person to whom all the correspondence are to be addressed should be indicated with telephone number ( both office and residence ), FAX/ email address, Mobile phone No. etc..
3. All entries in the tender documents should be in the same ink. Erasures and over writing are not permitted. The Tenderer concerned with proper indication of the name, designation and address of the person signing should duly sign all cancellations and insertions.
4. Tenderers shall fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign each and every page of the tender document including the drawings (wherever applicable) attached there to before submitting tender.
5. Unit rates should be quoted in figures as well as in words in Indian Currency only i.e. Rupees and Paise with reference to each item and for all the items shown in the attached schedule. The rates shall include all taxes and duties, transportation charges including statutory levies. Amount of each item and the total on each sheet as also the grand total amount of the whole contract shall be filled by the tenderers.
6. In case the rate quoted in figures differ from those quoted in words, the lower of the rates will be taken as the tendered rate and shall be binding on the tenderers.
7. In quoting their rates, the tenderers are advised to take into account all factors including any fluctuations in market rates. No claim for enhanced rates will be entertained on this account after acceptance of the tender or during the currency of the con
8. (a) The rates quoted in the tender shall remain valid for a period of ‘THREE MONTHS’ from the date of opening of tender.  
(b) Tenderer shall not increase their quoted rates, once the Tenderer has submitted his quotation and during execution of the contract in case his tender is accepted.
9. Before tendering, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other prevailing conditions, position of materials and labor. They should be well versed with Instructions to tenderers, drawing wherever applicable and specifications and all other documents which form part of the agreement to be entered into subsequent to award of work.

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10. Should a Tenderer find discrepancies or omissions in the drawings wherever applicable / Specifications / Scope of work / Terms & Conditions attached to the tender documents or should be in doubt as to their meaning, he should at once address to the authority inviting the tender for clarifications. Every endeavor is made to avoid any error which can materially affect the basis of the tender but the successful Tenderer shall take upon himself to provide for the risk of any error which may be subsequently discovered and shall make no subsequent claim on account thereof.
11. In case, the date of tender opening falls on Holiday, the tender will be opened on the subsequent date of intimation.
12. Conditional and unsigned tenders, tenders containing absurd rates and amounts, tenders which are incomplete or otherwise considered defective, tenders which are not in accordance with the tender conditions laid down by the Accepting Officer and tenders not submitted in the prescribed forms are liable to be rejected.
13. Tenders submitted by post should be sent by “Registered Post with Acknowledgement due”. These should be posted with due consideration for any delay in postal delivery. Tenders received after the due date of opening of tenders are liable to be rejected.
14. The Contractor’s responsibility under this contract shall commence from the date of receipt of the order or acceptance of his tender.
15. The Contractor shall comply with statutory requirement such as ESI. Etc. If ESI Act is not applicable to them for the reason of higher wages / lesser number of coverable employees in such establishments, the contractor shall take necessary workmen compensation insurance policies covering third party risks to their/his employees in lieu of ESI.
16. **TERMS OF PAYMENT:**  
Payment will be made after satisfactory completion of work and against submission of bill.
17. **SECURITY DEPOSIT**
  - 17.1 The successful tenderer shall deposit the Security deposit before start of the work. The rate of Security deposit will be as below.

|                                      |  |
|--------------------------------------|--|
| Upto Rs. 10 Lakhs                    | 10 %   |
| Above Rs. 10 Lakhs upto Rs. 50 Lakhs | Rs. 1 Lakh + 7.5% of the amount exceeding Rs. 10 Lakhs |
| Above Rs. 50 Lakhs                   | Rs. 4 Lakhs + 5 % of the amount exceeding Rs. 50 Lakhs |

- 17.2 Security deposit may be furnished in any one of the following forms
  - i) Cash (as permissible under the Income Tax Act)

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- ii) Pay Order, Demand Draft in favour of BHEL
- iii) Local Cheques of scheduled banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc. (Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back)
- v) Bank Guarantee from scheduled Banks / Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the contractor, A/C. BHEL, duly discharged on the back.
- vii) Security Deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of Security Deposit shall be deposited before start of the work and the balance 50% may be recovered from the running bills.
- viii) The Security deposit shall not carry any interest.

**NOTE:**

- a. Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will subject to hypothecation or endorsement on the document in favour of BHEL. However, BHEL will not be liable or responsible in any matter for the collection of interest or renewal of the documents or in any other matter connected therewith.
- b. Security deposit will be returned after satisfactory completion of maintenance period of 6 months along with Final bill.

**18 CLEANING OF SITE:**

After completion of the work, the contractor shall remove all debris, take away left over construction materials, machine, equipment, temporary offices, stores, work shop etc. and make the area neat and clean. The cost of this work shall be included in the quoted rate.

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**BHARAT HEAVY ELECTRICALS LIMITED  
ELECTRONICS DIVISION  
&  
ELECTRONICS SYSTEMS DIVISION  
BANGALORE**

**HEALTH, SAFETY & ENVIRONMENTAL POLICY**

The Management is committed to be an environmentally sound company in its activities, products, services and to provide safe and healthy working environment covering its employees, Contractors, Contract labors, trainees, suppliers, Customers and all Interested parties, as an integral part of business performance through:-

1. Compliance with applicable Legal and other requirements related to Occupational Health, Safety and Environment.
2. Setting objectives and targets to eliminate / control / minimize environmental pollution, risks due to Occupational Health and Safety Hazards for preventing injury & ill health and reviewing the objectives and targets to have continual improvement in HSE performance.
3. Promotion of activities for conservation of resources by environmental management with focus on electrical energy and chemicals.
4. Communication of HSE Policy to employees, customers, suppliers, contractors and all interested parties and enhancement of Environmental, Occupational Health and Safety management Systems by pro-active measures.
5. Commitment for regular evaluation and pro-active measures for prevention & control of environmental pollution / risks due to incidents & occupational diseases.
6. Appropriate training of employees, customers, suppliers, contractors and all interested parties on Health, Safety and Environmental (HSE) aspects.
7. Formulation and maintenance of HSE Management programs for continual improvement.
8. Periodic review & audit of HSE Management Systems to ensure its continuing suitability, adequacy and effectiveness.
9. Co-operation with concerned agencies / regulatory bodies engaged in HSE activities.

SD / -  
Executive Director

Electronics Division, Mysore Road, Bangalore -560026  
Electronic System Division, Electronic City Bangalore 560100

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## **Scope of Work**

The scope of work includes carrying out the following Works:

| <b>S.N.</b> | <b>Description</b>   | <b>Unit</b> | <b>Qty</b> |
|-------------|--|-------------|------------|
| 1           | Supply, fixing (including welding) and cladding of 8" dia MS Pipe of 1mtr (approx.) each for exhaust bellows of 1000 kVA DG Set to be fixed between the new bellow at sl. No.3 and existing exhaust pipe.              | No          | 6          |
| 2           | Supply and fixing (including welding) of 8" dia MS Flange.   | No          | 7          |
| 3           | Supply and fixing (including welding) of 8" dia, 9.5" length (approx.) exhaust bellow for 1000 kVA DG Set with flange on both sides (The material used for Exhaust Bellow should withstand a temperature of 350 deg c) | No          | 6          |
| 4           | Hardware Items like bolts, nuts, etc.  | Lumpsum     |            |

- The scope of works include transportation of material to BHEL EDN factory and erection of the same.
- Cleaning of the work place after the job completion should be taken care of by the contractor.
- All the tools, tackles required for carrying out the work (including welding works) shall be arranged by the contractor
- Work shall be carried out in shut down condition after getting prior clearance from the Engineer-In-Charge/BHEL
- Scope of work includes removing the existing bellow and replacement with the new bellow.

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**TECHNO COMMERCIAL BID:**

**A) Information Part :**

| <b>S.N.</b> | <b>Particulars</b>     | <b>To be filled by Bidder</b> |
|-------------|------------------------|-------------------------------|
| 1.0         | Name of the Contractor |                               |
| 2.0         | Address (Office)       |                               |
| 3.0         | Address (Residence)    |                               |
| 4.0         | Telephone Number       |                               |
|             | Office                 |                               |
|             | Residence              |                               |
|             | Mobile No.             |                               |
| 5.0         | Email id.              |                               |

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**B) Essential Criteria for Techno-Commercial Acceptance of Bid**

| <b>S.N.</b> | <b>Particulars</b>   | <b>To be filled by Bidder</b>       |
|-------------|--|-------------------------------------|
| 1.          | The Contractor shall comply with statutory requirement such as ESI. Etc. If ESI Act is not applicable to them, the contractor shall take necessary workmen compensation insurance before commencement of work. | <b>(Acceptable/ Not Acceptable)</b> |
| 2.0         | Payment will be made after completion of work  | <b>(Acceptable/ Not Acceptable)</b> |
| 3.0         | Execution of the work fully as per Specification & all items of work in NIT  | <b>(Acceptable/ Not Acceptable)</b> |
| 4.0         | Security deposit clause as per NIT   | <b>(Acceptable/ Not Acceptable)</b> |

**Note: Offers not complying with the above requirements are liable for rejection.**

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**PRICE SCHEDULE (Part-II)**

| S.N.         | Description  | Unit     | Qty | Rate | Amount |
|--------------|--|----------|-----|------|--------|
| 1            | Supply, fixing (including welding) and cladding of 8" dia MS Pipe of 1mtr (approx.) each for exhaust bellows of 1000 kVA DG Set to be fixed between the new bellow at sl. No.3 and existing exhaust pipe.              | No       | 6   |      |        |
| 2            | Supply and fixing (including welding) of 8" dia MS Flange.   | No       | 7   |      |        |
| 3            | Supply and fixing (including welding) of 8" dia, 9.5" length (approx.) exhaust bellow for 1000 kVA DG Set with flange on both sides (The material used for Exhaust Bellow should withstand a temperature of 350 deg c) | No       | 6   |      |        |
| 4            | Hardware Items like bolts, nuts, etc.  | Lump sum |     |      |        |
| <b>Total</b> |  |          |     |      |        |

**Total in words (Rupees \_\_\_\_\_ only)**

**Note:**

1. Prices quoted should be inclusive of transportation charges, all taxes, duties and other statutory levies.

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