

BHARAT HEAVY ELECTRICALS LIMITED
HRDI NOIDA

Tender Enquiry No.MG/SK/PUR/007
Dated 06.12.2008

M/s

Collection of Tender Documents upto :	15.12.2008(1.00PM)
Pre-bid meeting	15.12.2008(3.00PM)
Tender Submission upto	16.12.2008 (3.00PM)
Tender Opening (Part-I)	17.12.2008 (3.00PM)

Sub:Catering and Housekeeping Services at HRDI,Noida

You are requested to submit your most competitive offer for providing Catering and Housekeeping Services at our Institute at Noida as per scope, specifications, terms and conditions as given hereunder. You are advised to visit our office at the address indicated above for inspection of the premises, layout etc. prior to submission of your offer. **You are also requested to participate in the pre-bid meeting at 3.00 PM on 15.12.2008 at our office to clarify any doubts about the tender. Please send your sealed quotation, so as to reach this office by 1500 Hrs on 16.12.2008.**

Procedure for submission of sealed tender:

The bidder must submit their Tender as required in separate covers prominently superscribed as EMD, Part-I: Technical requirements cum Commercial conditions and Part-II: Price-Bid. Each cover should also indicate the Tender No., Due Date and Time as mentioned above. **Offer received without EMD will not be considered.**

Cover-I : Earnest Money Deposit (EMD):

EMD of Rs 1,50,000/-(Rupees one lakh and fifty thousand only) in the form of Demand Draft/Banker's Cheque/Pay Order in favour of BHEL payable at New Delhi to be placed in Cover-I. EMD given by all unsuccessful bidders will be refunded normally within fifteen days of acceptance of award of work by the successful tenderer.

Cover-II/ Part-I: Technical Bid:

Please submit all information on qualifying requirements, copies of documentary evidence as asked for, original copy of tender document duly signed and stamped on each page as token of your acceptance to the tender conditions,

your commercial terms and conditions and the check list duly completed. The cover to be properly sealed.

Cover-III/ Part-II: Price-Bid:

One copy of your price details in the prescribed Price-Formats (Annexure-I, IA, II, III & IV) may be enclosed in Cover-III, duly sealed.

These three separate covers (Cover I, II & III) shall together be enclosed in a fourth envelope and this sealed cover shall be superscribed with Tender Name, Tender No., Due date and Time and submitted to this office.

It may please be noted that in the event of award of contract, security deposit as due, shall be collected from the successful bidder. The EMD amount of successful bidder will be converted and adjusted against security deposit. Bidders are also advised to take all the addendums to NIT into consideration, if issued, before submitting their quotation. Those who download the tender from BHEL website must refer to website before tender submission to ensure that they have submitted their quotation on the basis of the latest version of the tender document uploaded on BHEL website. Once a bid is received, it will be presumed that the bidder has considered all such addendums /revised version of the tender enquiry.

Your quotation should reach this office latest by 1500 Hrs on 16.12.2008 and the same will be opened at 1500 Hrs on 17.12.2008 in the presence of representatives of the tenderers who choose to be present. Quotations received late or not received in line with the above procedure or not in the prescribed formats are liable to be rejected. The Cover-I containing EMD will be opened first. Part-I/Technical-Bid of only those bidders whose EMD is found in order will be opened later on the same day. Part-II/ Price-Bid of only those parties who qualify in the techno-commercial bid will be opened later, for which separate intimation will be sent in due course of time.

(S K Kashyap)
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