

# **BHARAT HEAVY ELECTRICALS LIMITED**

**ESTATE OFFICE, BHEL TOWNSHIP, SECTOR-17, NOIDA- 201301**



**Maharatna Company**

## **TENDER DOCUMENT**

**FOR**

**REPAIRING OF LAWN TENNIS COURT  
IN BHEL TOWNSHIP, SECTOR 17, NOIDA**

**NIT NO.: 02: AA: NOI: ADMN: TENNIS COURT: 112:2017-18**

**Dated: 27.04.2017**

### **CONTENTS**

#### **1- NOTICE INVITING SINGLE TENDER**

LAST DATE FOR SUBMISSION	: 01.05.2017 at 1100 hrs.
DATE FOR OPENING OF TENDER	: 01.05.2017 at 1130 Hrs.
VENUE OF OPENING OF TENDER	: Corporate Office, BHEL House, Siri Fort, New Delhi-110049

(Signature of Bidder with seal)



*Himanshu Tomar*  
भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
सम्पदा कार्यालय, सेक्टर-17, नोएडा  
Bharat Heavy Electricals Limited  
Estate Office, Sector-17, NOIDA  
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भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
**Bharat Heavy Electricals Ltd.**  
सम्पदा कार्यालय, बीएचइएल उपनगरी, सेक्टर-17, नोएडा 201301  
BHEL Township: Estate Office, Sector-17, Noida-201301

## TENDER DOCUMENT

**NIT NO. 02: AA: NOI: ADMN: TENNIS COURT: 112:2017-18 DATED: 27.04.2017**

Last date of Submission of Sealed Tender: **01.05.2017 at 1100 hrs.**

Date of opening of Tender: **01.05.2017 at 1130 hrs.**

**M/S SEEMA FABRICATORS,**

A/1, Chhattarpur Phari, Dhan Mill Road,  
New Delhi-110074

**Sub: Resurfacing/Repairing of Lawn Tennis Court in BHEL Township, Sector 17,  
Noida.**

Dear Sir,

We are pleased to invite your most competitive offer for resurfacing/repairing of Lawn Tennis Clay court in BHEL Township, Sector-17, Noida as detailed below:

### PRICE FORMAT

Sl. No.	Particulars/Scope of Work	Lump sum Amount (₹)
1	<i>Repairing of existing Lawn tennis court by providing and laying of red moorum (approx. 400 cu.ft.), PVC tape line of standard size and quality (500 running ft. approx.) and the tennis net of standard size and Garware make. The repair work will include the work of scratching of court surface, brushing and cleaning, spreading approx. 1/2 inch red moorum, levelling, dressing and ghutai with hand roller. Again spreading approx. 6 mm. red filtered moorum, levelling, dressing, watering, rolling and finishing of surface.</i>	
<i>Total Amount (inclusive of all but excluding service tax) (₹)</i>		
<i>Service Tax @ _____ % (₹)</i>		
<i>Total Amount (inclusive of all) (₹)</i>		
In Words: Rupees		

The above rates shall be inclusive of all taxes, cartage etc. complete.

*Himanshu Tomar*

(Signature of Bidder with seal)



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Estate Office, Sector-17, NOIDA  
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## **A. INSTRUCTIONS FOR TENDERER:**

1. The offer shall be submitted as per the instructions of tender document. Only one set of tender document duly signed by authorized representative of tender and signed & stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/stamping on each page) as a part of their offer. In case of any clarification, bidder may contact this office.
2. No overwriting / correction in tender documents by tenderer shall be allowed. However, if correction is unavoidable, the same must be signed by authorized signatory.
3. Tender must be submitted in an envelope. The envelope should be super scribed with NIT no.
4. BHEL reserves the right to accept or reject the offer without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidder in this matter.
5. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, else, BHEL's interpretation shall prevail & shall be binding on the tenderer.
6. Any queries regarding this tender may be clarified from Sr. Engineer (HR-TAX) on landline no. 0120-3070961/ email: [ujjwal@bhel.in](mailto:ujjwal@bhel.in) .
7. The tenderer or their representative may attend the opening of bids if he/she desire to do so.

## **B. GENERAL TERMS AND CONDITIONS:**

1. The NIT No. & due date must be legibly super scribed on the envelope.
2. The total amount quoted should be inclusive of all taxes, duties, freight etc.
3. Late tenders or delayed Tenders (received after Due Date & time) will be rejected.
4. Price quoted shall be valid for 30 days from the date of opening bid.
5. Price shall be quoted as per enclosed 'Price Format' only. Quotations not filled in Price Format are likely to be rejected.
6. The amount should be indicated both in words and figures. All entries in the Tenders must be written in ink or typewritten. Over-writing should be avoided. Corrections, if any, should be attested with signature by the bidder.
7. **EVALUATION CRITERIA:** The order will be placed on your offer subjected to the reasonability of rates. Evaluation of bid will be on total cost to 'BHEL'.
8. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled.
9. **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis:
  - a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the BHEL there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
  - b. If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
  - c. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
  - d. If any bidder does not accept the correction of errors, their bids will be disqualified.
10. **TERMS OF PAYMENT:**
  - a. No advance payment or the payment for mobilization of work will be made to the contractor.
  - b. 50% payment will be made after supply of red moorum, tape line and tennis net on submission of proper bills along with requisite documents to our office. Balance 50% amount will be released after satisfactory completion of work and due

(Signature of Bidder with seal)



भारत भारी विद्युत् कल संस्थान लि.  
सम्पूर्ण निष्पत्ति, नई दिल्ली, भारत  
Bharat Heavy Electricals Limited  
Estate Office, Sector 7, NOIDA

inspection of court. The release of payment may take upto 21 days.

- c. The payment will be made through NEFT for which you shall provide Bidder's details as per Annexure-E-5.
- d. It may be noted that the payment of Service Tax shall be made only after production of Service Tax deposit challan(s) to our office with a request to release the same.
- e. The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
- f. All payment will be subject to deduction of taxes at source as per rules.

11. **PERIOD OF COMPLETION OF WORK:** The work is to be completed within a period of 30 days from the date of placement of order.

12. **L.D. for delay in completion of work:** Extension of time for completion of work may be granted by BHEL where delay is not attributable to the contractor. In case of the work is not completed within the scheduled date of completion, a penalty of ½% per week of delay subjected to maximum of 10% of order value will be deducted as L.D.

13. **L.D. for bad quality of work:** if the quality of work is not satisfactory the L.D. of up to 10% of work order value may be imposed.

14. The total LD for delay as well as for quality is to be considered in TOTO i.e. Total LD shall be 20% of the Work Order value.

15. No excuses like hindrance because of extreme weather conditions, non-availability of labour will be entertained for not completing the work in time.

16. All necessary precautions with respect to safety at site and environmental aspects and their impacts shall have to be taken by the contractor for activities performed by his workers.

17. In case of any dispute, the decision taken by BHEL Management will be final and binding on the contractor.

**C. DOCUMENTS REQUIRED ALONG WITH TENDER ENQUIRY**

1. Complete tender document in all respects duly signed & stamped on each and every page as a token of acceptance of all the terms and conditions of tender.
2. Self-attested copies of the **PAN card & Service Tax Registration Certificate.**
3. The Bidder must Submit a declaration (enclosed at Annexure -A), that no case is pending with the police/ court against the proprietor/ firm/ partner or the company (Agency). As well as the bidder has not been suspended / blacklisted by any organization.
4. No deviation certificate as per Annexure -B (enclosed) must be signed and stamped.
5. Bidder must submit the bidder's details in the enclosed format (Annexure-C)

**D. SPECIAL TERMS AND CONDITIONS RELATED TO THE WORK:**

- 1) No inferior quality of work will be accepted. The subject work shall be carried out up to the satisfaction of Engineer-in-charge.
- 2) The material shall be of standard quality that shall be approved by Engineer-in-charge.
- 3) **WORKMANSHIP:** Good workmanship is an essential requirement to be complied with. In case of bad workmanship re-work will be done by the contractor on no extra claim
- 4) The bidder is advised to inspect & examine the site and obtain all the necessary information related to the scope of work/ specifications, risk & contingencies involved before submitting their offers. Any queries regarding this tender may be clarified from the Sr. Engineer (HR-TAX) on Tel. No.-0120-3070961, mobile No.-9953866199 or at e-mail: [ujjwal@bhel.in](mailto:ujjwal@bhel.in).
- 5) No other person except contractor's authorized representative shall be allowed to enter BHEL's premises/ office.
- 6) The amount quoted should be firm and valid till contract period.

(Signature of Bidder with seal)




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सम्पूर्ण कार्यालय, सेक्टर-17, नोएडा  
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Estate Office, Sector-17, NOIDA

- 7) **RISK CLAUSE:** BHEL reserves the right to terminate the contract due to any failure on the part of the contractor in discharging his obligations as per terms & conditions of the contract or for poor quality of services or in the event of his becoming insolvent or going into liquidation. The decision of BHEL about the failure on the part of the contractor shall be final and binding on the contractor. In the eventuality of action under this clause
- 8) All jobs / duties and any other items specifically not mentioned but which are usual and functional requirement shall be deemed to be included in the scope of work and for such work no extra claim shall be entertained.
- 9) No party shall be permitted to tender for work in BHEL in which any of their near relatives is an employee connected with the award and execution of the contract. They shall also intimate the names of persons who are working with them in any capacity or subsequently employed by them and who are near relatives of any employee of the BHEL. Any violation of this condition which comes to the Notice of the BHEL after the contract is awarded will entitle the BHEL to treat the contractors as having committed a breach of contract and to exercise all the rights and remedies available to the BHEL on account thereof.
- 10) **TERMINATION OF CONTRACT ON DEATH:** Without prejudice to any of the rights or remedies under this contract, if the contractor dies, the accepting officer shall have the option of terminating the contract without compensation to the contractor's authorized survivors.
- 11) **POST TECHNICAL AUDIT OF SUPPLY AND BILLS:** BHEL reserves the right to carry out a post payment audit and technical examination of the services and the bills including all supporting vouchers, abstracts etc. and to enforce recovery of any sums becoming due as a result thereof in the manner provided into the proceeding subparagraph provided however, that no such recovery shall be enforced after three years of passing the final bill.
- 12) **ARBITRATION / CONCILIATION:** In the event of any dispute arising between the parties hereafter referred as BHEL and contractor in respect of or connected with this contract, General terms & conditions of tender, then the same shall be referred to Arbitration and arbitrator will be nominated by the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be final and binding on both the parties. However, any differences or doubt pertaining to meaning interpretation of any phrase word used in terms or in the schedule of services, their nature and manner of rendering of such services shall be the excepted matter and be referred to the Head of Administration of BHEL Corp. Office, New Delhi, whose decision shall be the final and binding. The provisions of Arbitration and Conciliation Act, 1996 or any statutory modification and re-enactment thereof will apply to such arbitration provided however, in all matters the venue of proceedings will be Delhi and only Delhi or appropriate Courts will have jurisdiction over the same. 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.

You are requested to submit this tender document duly signed and stamped on each page as a token of acceptance of above mentioned rates and T & Cs.

For & on behalf of "BHEL"

  
(Ujjwal Tomar)

Sr. Engineer (HR-TAX)



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Estate Office, Sector-17, NOIDA

**ESTATE OFFICE: BHEL TOWNSHIP: NOIDA**

NIT NO. 02: AA: NOI: ADMN: TENNIS COURT: 112:2017-18

DATED: 27.04.2017

**DECLARATION**

I / We hereby declare that no case is pending with the police/ court against the bidder/ firm/ company (Agency). Also I /We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc.

(Signature of Party with seal)

Place:

Date:

(Signature of Bidder with seal)



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**ESTATE OFFICE: BHEL TOWNSHIP: NOIDA**

NIT NO. 02: AA: NOI: ADMN: TENNIS COURT: 112:2017-18

DATED: 27.04.2017

**No Deviation Certificate**

Notwithstanding anything mentioned in our bid, we hereby accept all the terms and conditions of this tender. We hereby undertake and confirm that we have understood the specifications properly and shall be providing the services mentioned in this tender enquiry.

(Signature of Party with seal)

Place:

Date:

*Minal Thomas*

(Signature of Bidder with seal)



**ANNEXURE: C**

NIT NO. 02: AA: NOI: ADMN: TENNIS COURT: 112:2017-18  
DATED: 27.04.2017

**BIDDER'S DETAILS**

Name of the Contractor /Party/ Firm	
Name of Representative	
Postal Address	
Phone/ Landline Nos.	
Mobile Nos.	
Fax No.	
E-Mail Address	
Web Site Address ( If Any)	
Bank details for payment through NEFT/RTGS	Name of Bank: Branch: Account No.: IFSC No.: MICR No.:

**Note:** Submit a canceled cheque for verification of above bank details.

(Signature & seal of the contractor)

*[Handwritten Signature]*  
Thomas

(Signature of Bidder with seal)



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