



## INVITATION TO TENDER

Ref: OPS/OS/WC/2017-18/28/027

Date: 14.06.2017

**Sub:** Repair / Rewinding of HT Distribution Transformers 1000 KVA inside Factory of HPVP-BHEL, Visakhapatnam

Sealed tenders are invited under **two bid system**, Techno-Commercial Bid (Part-I) and Price Bid (Part-II) from the reputed and experienced contractors with sound technical and financial capability for the subject work.

SL. NO.	NAME OF THE WORK	ESTIMATE VALUE ₹	EMD ₹	WORK COMPLETION PERIOD	LAST DATE FOR RECEIPT OF TENDER
01	Repair / Rewinding of HT Distribution Transformers 1000 KVA inside Factory of HPVP-BHEL, Visakhapatnam as per detailed scope of work.	1,94,500	3,900/-	12 Weeks	05.07.2017 up to 14.00 Hrs.

### 1. ELIGIBILITY CRITERIA:

- I) Average annual turnover of the contractor during the last 3 years ending 31<sup>st</sup> March 2016 should be at least 30% of the estimated value (i.e. ₹ 58,350/-). Turnover for last 3 years certified by the Practicing Chartered Accountant should be submitted as a proof.

Tenderer should enclose PAN, Service Tax New registration no., Income tax returns for last three years (FY 2013-14, 2014-15 & 2015-16) and Profit & Loss account and Balance Sheet certified by the Practicing Chartered Accountant for the last 3 years.

- II) The Contractor should have experience of completing similar works during last 7 years ending 31<sup>st</sup> May 2017 as given below:

- (a) Three similar completed works costing not less than the amount equal to 40% of the estimated value (i.e. ₹ 77,800/- each)

OR

- (b) Two similar completed works costing not less than the amount equal to 50% of the estimated value. (i.e. ₹ 97,250/- each)

OR

- (c) One similar completed work costing not less than the amount equal to 80% of the estimated value. (i.e. ₹ 1,55,600/-)

Work Order/s & Job Completion Certificate/s from the customer shall be enclosed in support of successful and satisfactory completion of the work.

**Note: Similar work means Repair / Rewinding of Distribution Transformers on regular contract basis for State / Central Govt. / undertakings or private firms.**

- III) The works executed in the own name of the tenderer will only be considered for eligibility criteria.

### 2. SCOPE OF THE WORK:

Work is to be carried out as per Scope of Work (Annexure-I), Special conditions of contract (Annexure-II) and Schedule of Items & Bill of Quantities (Annexure-VII).

### 3. LOCATION OF WORK:

The subject job is to be carried out at contractor works.

**4. WORK COMPLETION PERIOD:**

The contractor should deliver the transformer after completion the work **within 12 Weeks** from the date of intimation by Engineer – In - Charge of BHEL for collection of defective transformer.

Penalty for delayed delivery is 0.5 % per week subject to maximum of 10% of the work order value.

**5. EARNEST MONEY DEPOSIT:**

I. The tenderer shall submit EMD for ₹ 3,900/- (Rupees Three Thousand Nine Hundred only) in the following forms:

- a) Cash Deposit as permissible under the extant Income Tax Act (before tender opening).
- b) Electronic Fund Transfer credited in BHEL account (before tender opening).
- c) Banker's Cheque/ Pay Order/ Demand Draft, in favour of BHEL, Visakhapatnam (along with offer)

II. EMD by the tenderer will be forfeited as per NIT conditions, if:

- a) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- b) The contractor fails to deposit the required security deposit or commence the work within the period as per LOI/ Contract.
- c) EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.

III. EMD given by all unsuccessful tenderers shall be refunded normally within 15 days of award of work.

IV. EMD shall not carry any interest.

V. EMD of successful tenderer will be retained as part of Security Deposit.

**Note:** Micro & Small Enterprises (MSEs) are eligible for exemption of EMD as per clause no. 15 Annexure – II.

**6. SECURITY DEPOSIT:**

Security Deposit shall be collected from the successful tenderer as per clause 3 of Annexure – II.

**7. INCOME TAX & WORK CONTRACT TAX:**

Income tax & Work contract tax as per statutory requirement will be deducted on each payment made to the contractor and TDS certificate will be issued to this effect.

**8. PAYMENT TERMS:**

90% payments will be arranged within 30 days from the date of submission bill along with testing / commissioning report given by Engineer – in – Charge. Balance 10% will be released after completion of Warranty period of 6 months.

**Note:** All payments will be released only through RTGS / NEFT only.

**9. PRICE SCHEDULE:**

- a. Prices shall be quoted in the price schedule attached to the tender for the complete scope of work.
- b. The quoted prices shall be inclusive of all applicable taxes & duties as applicable as on due date of tender submission except VAT & service tax. The VAT & Service Tax applicable should be quoted separately as per the respective acts. These will be reimbursed at prevailing rates limited to the composition percentage quoted in the bid on production of proof of payment to the respective tax authorities. Price Evaluation will be made on the basis of landed cost to BHEL. Any new Indirect taxes/cess imposed/introduced like GST etc. after submission of bid will be reimbursed to the contractor at actual on production of requisite documents. At the same time however if the existing acts such as Service Tax Act and VAT act cease to exist, BHEL will not reimburse tax against the same from the effective date.
- c. In addition to existing taxes, any new taxes imposed by Central/ State Govt. shall be payable by the contractor and same shall be reimbursed on submission of relevant documents/proof of payment.
- d. In case, any new tax is imposed instead of existing tax, difference of the amount shall be reimbursed/ recovered on submission of documentary evidence.
- e. Any new tax is imposed by Central/ State Govt. or there is any variation in taxes after expiry of delivery / contract period, the same shall be borne by contractor only.
- f. All terms & conditions of the contract in respect of taxes & duties are subject to new taxation laws introduced time to time by Govt. and terms & conditions will deemed to be modified in accordance with the provisions of New Laws (i.e., GST)
- g. The quoted prices shall be fixed & firm without any escalation during the entire period of contract and till completion of the work.
- h. All rates shall be quoted in the tender format only.

**10. REVERSE AUCTION:**

“BHEL reserves the right to go for Reverse Auction (RA) (Guidelines as available on [www.bhel.com](http://www.bhel.com)) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. Bidders have to give their acceptance with the offer for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.

Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit ‘Process compliance form’ (to the designated service provider) as well as ‘Online sealed bid’ in the Reverse Auction. Non-submission of ‘Process compliance form’ or ‘Online sealed bid’ by the agreed bidder(s) will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on [www.bhel.com](http://www.bhel.com)).

The bidders have to necessarily submit online sealed bid less than or equal to their envelope sealed price bid already submitted to BHEL along with the offer. The envelope sealed price bid of successful L1 bidder in RA, if conducted, shall also be opened after RA and the order will be placed on lower of the two bids (RA closing price & envelope sealed price) thus obtained. The bidder having submitted this offer specifically agrees to this condition and undertakes to execute the contract on thus awarded rates.

If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid for any item(s), the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit, it will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on [www.bhel.com](http://www.bhel.com).)”

As a reminder to the bidders, system will flash following message (in RED Color) during the course of 'online sealed bid':

"Bidders shall submit online sealed bid less than or equal to their envelope sealed bid already submitted to BHEL".

General terms & conditions governing RA are mentioned in the special conditions at Annexure-IV

#### 11. **VALIDITY OF OFFER:**

The offer shall be valid for a period of **3 months** from the last date for tender submission.

#### 12. **RISK PURCHASE:**

**In case the contractor fails to execute the work due to any reason, BHEL reserves the right to get the same completed through some other party at the risk & cost of the contractor and any additional expenditure incurred due to the same shall be charged to the contractor.**

#### 13. **GENERAL:**

##### 13.1 **Bidders shall confirm their acceptance to all the terms & conditions of the tender enquiry.**

Deviations to the tender conditions are not acceptable and BHEL-HPVP reserves the right to reject such offers which do not meet Technical / Commercial requirements without any / further correspondence.

Bids not accompanied with requisite EMD/Valid NSIC/ valid MSME Registration certificate, late / delayed bids, incomplete / conditional offers, bids not conforming to the terms & conditions specified in the tender documents are liable for rejection.

##### 13.2 **BHEL reserves the right to modify or cancel or short close the tender at any stage at its discretion without assigning any reason thereof.**

13.3 The bidders shall study the Tender documents, Drawings and all other relevant documents in detail for understanding the scope of work involved in various items before submission of offers. One complete set of reference documents pertaining to subject job / Project covered in the scope of this tender are available at Electrical Maintenance Dept. and the same can be referred during working hours from 9.00 AM to 4.00 PM.

For any clarifications required on this tender document, scope of work etc., the bidders shall depute their authorized representatives to HPVP, Visakhapatnam with prior intimation to get clarifications from concerned authorities.

13.4 Dy. Manager (Electrical Maintenance) shall be the Engineer-in-charge for herein after referred to as such in the tender.

13.5 Lowest offer need not be the rate acceptable to BHEL-HPVP. BHEL-HPVP reserves the right for negotiation with the L1 bidders or opts for Reverse Auction as per applicable guidelines.

13.6 The following documents (enclosed) shall form part of the contract including this Notice Inviting Tender.

#### **PART - I: TECHNO COMMERCIAL BID**

- |  |                  |
|--|------------------|
| a) Scope of Work                               | : Annexure – I   |
| b) Special Conditions of Contract              | : Annexure – II  |
| c) Terms & Conditions of Reverse Auction       | : Annexure – III |
| d) Acceptance to the tender terms & conditions | : Annexure – IV  |
| e) Contractor Information                      | : Annexure – V   |
| f) Check List                                  | : Annexure – VI  |

#### **PART - II: PRICE BID**

- |   |                  |
|---|------------------|
| g) Price Bid (Schedule of items and Bill of Quantities) | : Annexure – VII |
|---|------------------|

**14. TENDER SUBMISSION:****14.1 The Bid shall be submitted in two parts.**

**Part-I: Techno-Commercial Bid shall be placed in one cover** along with the following documents:

- a) Earnest Money Deposit of ₹ 3,900/-.
- b) Income tax returns for last 3 years, Profit & Loss account and Balance Sheet certified by the Practicing Chartered Accountant for the last 3 years.
- c) Experience Certificates in line with eligibility criteria.
- d) Copy of Service Tax Registration Certificate.
- e) Copy of PAN.
- f) All other applicable documents as detailed in the tender.

**Part-II: Price Bid** in the prescribed format shall be placed in **another separate cover**.

The tender documents including the various supporting documents enclosed by the bidder should be **signed on all pages with seal**.

Both covers containing Part-I & Part-II bids shall be placed in **another** bigger size envelope duly super scribing the **Tender No. & Subject** on the envelope.

**14.2 The tender completed in all respects shall be dropped in the Outsourcing tender box kept at reception counter, ADM building latest by 14.00 Hrs. on 05.07.2017.**

Bidder may also send their offer by Post to "Outsourcing Tender Box, Adm. Building, BHEL-HPVP, Visakhapatnam-530012".

Last date for receipt of tenders is **05.07.2017 up to 14.00 hrs**. BHEL-HPVP is not responsible for any postal or other kind of delay in submission of offers.

Offers received in any other form will not be accepted.

**14.3 Submission of offer by a tenderer implies that all the tender documents were read by the tenderer and the tenderer is aware of the scope and specifications of the work, site condition, local conditions and rates at which stores, tools and plant, free / chargeable materials etc., will be issued to him by BHEL - HPVP and other factors having bearing on the execution of the work.**

**15. OPENING OF TENDERS :**

Techno-commercial Bids will be opened on **05.07.2017 at 14.00 Hrs.** at Customer Cell, Adm. Building, BHEL-HPVP. The bidder may depute their representative/s at the time of opening. The price bid of the technically qualified bidders will also be opened in the presence of representatives of the bidders and the date & time of opening of price bids will be intimated later. In case of reverse auction, the date of conducting reverse auction will be intimated in advance at appropriate time

**If bids are not accompanied by requisite Earnest Money Deposit / Valid MSME Registration certificate / Valid NSIC registration certificate along with Part- I (Techno Commercial Bid), then Part-II (Price Bid) will not be considered for opening.**

Yours Faithfully,

For BHARAT HEAVY ELECTRICALS LIMITED,

  
Sr. Manager (OS)

**SCOPE OF WORK****THE SCOPE OF THE TRANSFORMER REPAIR WORKS INCLUDE: -****1) 1000 KVA TRANSFORMER (11KV/433V Oil - Cooled) – 1 No.**

Sl. No.	Description	Quantity	remarks
1.	Replacement of new winding in place of old damaged winding of all the three phases.	210Kgs	
2.	Labour charges for winding	210Kgs	
3	Reinsulating of LV coils	165 Kgs	
4	Providing new gaskets and oil seals	LS	
5	Assembly of coil, core removing and re-fixing , bracing etc..	LS	
6	Drying job in heating chamber to get required insulation values.	LS	
7	Filtration of oil in the transformer.	LS	
8	Explosion vent replacement		
9	To and fro transportation of transformer from BHEL-HPVP to vendor work site.	LS	
10	Loading and unloading at BHEL-HPVP and vendor works site.	LS	
11.	Any other job required but not indicated above shall have to be done to bring the transformer to working condition	LS	

**Note: vendor has to make his own arrangements to transport breakdown transformer along with oil to works site from BHEL-HPVP and deliver the transformer along with oil after filtration to BHEL – HPVP after completion of repair/ rewinding work. (Vendor to bring empty oil drums to drain oil if required).**

**NOTE:**

- Contractor has to give warranty of Six months from the date of commissioning of transformer.
- Failure during warranty period must be reconditioned at free of cost and also standard test results are to be satisfied.
- Delivery period for repair/rewinding/testing is 12 weeks from the date of intimation by Engineer – In - Charge of BHEL for collection of defective transformer.
- Testing of transformers shall be as per standards and the same test results are to be submitted in specified Performa.
- Burnt copper to be retained by contractor.
- contractor to inform BHEL personnel while opening the core of the transformer to ascertain the extent of damage.
- Same size and standard quality of copper strip/wire and insulation should be used.
- All routine tests like short circuit test, open circuit test, ratio test, HV test & Di-electric strength of transformer oil etc., are to be carried out as per IS-2026 and the test results have to be submitted after completion of the work.
- Rates shall be fixed & firm till the completion of the work.

**SCOPE OF WORK**

::2::

**2. PERFORMANCE & QUALITY:**

The performance and quality of work will be closely observed and in case, the same is not satisfactory, this contract will be terminated without any notice.

**3. REPLACEMENT/REJECTION:**

If the repair done is not as per the technical specification or if the performance of transformers is not satisfactory, the same shall be re-done/ replaced by the contractor at no extra cost. The performance of the transformer after repair will also be observed for Six months from the date of commission and if the transformer fails within this period, the same shall be repaired by the contractor at no extra cost. Head of the Electrical Maintenance dept. of BHEL-HPVP or his authorized representative shall be authority to inspect and accept or reject the transformers.

**4. DELIVERY:**

The contractor should deliver the transformer after completion the work **within 12 Weeks** from the date of intimation by Engineer – In - Charge of BHEL for collection of defective transformer. Penalty for delayed delivery is 0.5 % per week subject to maximum of 10% of the work order value.

**7. SCHEDULE OF PROGRESS:**

Authorized Departmental personnel will visit your works from time to time to access and review the progress. Free access shall be provided to BHEL-HPVP or its inspection agency at all reasonable times of the day/night.

In case the progress is not satisfactory, BHEL-HPVP may withdraw the contract in as is where is condition and may complete/get it completed elsewhere. The value of the work carried out by the party will be assessed by BHEL and the same shall be final.

**Work: Repair /rewinding of Transformers of rating 3 phase 11kV/433V,1000KVA****Name plate details of the transformer**

Specifications	1000KVA
volts at no load	11000/433
Amps HV/LV	52.6/1334A
Transformer no./specification	-----
Phase HV/LV	3 ph-Delta/3ph-Star
Type of cooling	ON
Frequency(cps)	50
Impedence volts	4.93%
Vector group	Dy11
Core & Wdgs Kgs	1850
Oil Kgs	858
Total weight	3805
Oil in litres	998
Year of manufacture	1968
Max. Temp rise in oil	40 <sup>0</sup> C

**SIGNATURE OF THE TENDERER WITH SEAL**

**SPECIAL CONDITIONS OF CONTRACT**

1. The quoted rate shall be fixed & firm throughout the contract period. No cost escalation will be paid on any account.
2. **EARNEST MONEY DEPOSIT:**
  - I. The tenderer shall submit EMD in the following forms:
    - d) Cash Deposit as permissible under the extant Income Tax Act (before tender opening).
    - e) Electronic Fund Transfer credited in BHEL account (before tender opening).
    - f) Banker's Cheque/ Pay Order/ Demand Draft, in favour of BHEL, Visakhapatnam (along with offer)
  - II. EMD by the tenderer will be forfeited as per NIT conditions, if:
    - d) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
    - e) The contractor fails to deposit the required security deposit or commence the work within the period as per LOI/ Contract.
    - f) EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.
  - III. EMD given by all unsuccessful tenderers shall be refunded normally within 15 days of award of work.
  - IV. EMD shall not carry any interest.
  - V. EMD of successful tenderer will be retained as part of Security Deposit.
3. **SECURITY DEPOSIT:**
  - A. Security deposit means the security provided by the contractor towards fulfillment of any obligations in terms of the provisions of the contract.
  - B. The total amount of the security deposit will be **5% of the contract value**. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security deposit.
  - C. **Modes of Deposit:**  
The balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms:
    - a) Cash (as permissible under the extant Income Tax Act).
    - b) Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.
    - c) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the companies act. The bank guarantee format should have the approval of BHEL.
    - d) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the company's act (FDR should be in the name of the contractor, a/c BHEL).
    - e) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)

**SPECIAL CONDITIONS OF CONTRACT**

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**Note:** Acceptance of Security Deposit against Sl. No. (d) and (e) above will be subject to hypothecation or endorsement on the documents in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

**D. Collection of Security deposit:**

i. At least 50% of the required security deposit, including the EMD, should be submitted before start of the work. Balance security deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the contractor till the total amount of the required security deposit is collected.

E. Security Deposit / Bank Guarantee will be released after the maintenance period of 2 months or on closure of contract whichever is later.

F. The security deposit shall not carry any interest.

4. Income Tax & Work Contract Tax will be deducted as per the statutory rules from time to time.

5. **SUB - LETTING:** Subletting of the assigned work will not be permitted. But in special circumstances, this may be allowed. In such case, the party should obtain the written approval from BHEL before Subletting.

**6. DISPUTE RESOLUTION:**

(a) Any disputes arising out of this contract shall be referred to a sole Arbitrator to be appointed by the Unit Head of BHEL-HPVP and the sole arbitrator so appointed may be an employee of BHEL-HPVP. The arbitration will be governed by the provisions of The Arbitration and Conciliation Act, 1996. Place of arbitration will be at Visakhapatnam only.

(b) All cases, suits, petitions, actions, etc. arising out of this contract shall be filed, instituted, tried and auctioned only in the courts, tribunals, forums, etc. situated in Visakhapatnam only and nowhere else.

7. The rates quoted by the contractor should be firm for the contract period. There shall be no revision in contract rates during the contract period.

8. BHEL reserves the right to negotiate for price reduction with L1 party and negotiated price will be considered as contract amount for all practical purposes.

9. BHEL reserves the right to terminate the contract at any stage without assigning any reason.

10. Withdrawal from contract during contract period in BHEL will entitles forfeiture of Security Deposit.

11. Soon after acceptance of tender the contractor shall enter into a contract with BHEL, Visakhapatnam. The contract agreement shall be entered with BHEL, Visakhapatnam, on valid non judicial stamp paper of the value of ₹100/- to be purchased by the contractor at his own cost.

12. The contractor should abide by the company's Security / safety rules and provide such safety requirements as per statutory rules and requirements of the factories act.

13. Quantities mentioned in the scope of work are tentative. The quantity may increase or decrease while executing the work and there shall not be any price variation.

14. The tenderer should satisfy all the statutory obligations required under statues of the Government from time to time.

**SPECIAL CONDITIONS OF CONTRACT**

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15. "MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) **or** valid NSIC certificate **or** EM II certificate along with attested copy of a CA certificate (Format enclosed at **Annexure-A** where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part 1 in case of two part bid). Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefits shall be applicable for this enquiry if any deficiency in the above required documents is not submitted before price bid opening. Documents should be notarized or attested by a Gazetted officer".

**16. Fraud Prevention Policy :**

"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".

**SIGNATURE OF THE TENDERER WITH SEAL**

**GENERAL TERMS AND CONDITIONS OF RA (REVERSE AUCTION)**

BHEL reserves the right to go for Reverse Auction (RA) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. All bidders have to give their acceptance for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.

In case BHEL decides to go for Reverse Auction, only those bidders who have given their acceptance to participate in RA will be allowed to participate in the Reverse Auction. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit „online sealed bid“ in the Reverse Auction. Non-submission of „online sealed bid “ by the bidder will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.”

Against this enquiry for the subject item/ system with detailed scope of supply as per enquiry specifications, BHEL may resort to “REVERSE AUCTION PROCEDURE” i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit „online sealed bid“ in the Reverse Auction. Non-submission of „online sealed bid“ by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.
3. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
4. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
5. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.
6. Bidders have to fax the Compliance form (annexure IV) before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
7. In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at “Total Cost to BHEL” like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.
8. Reverse auction will be conducted on scheduled date & time.
9. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.
10. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, (Annexure VII) as provided on case-to-case basis to Service provider within two working days of Auction without fail.
11. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL’s standard practice.

**GENERAL TERMS AND CONDITIONS OF RA (REVERSE AUCTION)**

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12. Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the „Business Rules of Reverse Auction“, which will be communicated before the Reverse Auction.
13. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action *as per extant BHEL guidelines*, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
14. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.

**SIGNATURE OF THE TENDERER WITH SEAL**

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**Ref: OPS/OS/WC/2017-18/28/027**

**Date: 14.06.2017**

**Sub: Repair / Rewinding of HT Distribution Transformers 1000 KVA inside Factory of HPVP-BHEL, Visakhapatnam**

**ACCEPTANCE TO TENDER TERMS & CONDITIONS**

I / We hereby confirm that the Tender documents, all Annexures etc. have been studied in detail and we have fully understood the scope of work.

I / We accept to all the Terms and Conditions of the Tender Enquiry and the prices quoted are in accordance with the same.

I / We accept to offer valid for a period of **3 months** from the last date for tender submission.

I / We give our acceptance to participate in Reverse Auction in case BHEL decides to go for reverse auction for this tender.

**Tender documents duly signed on all the pages by the Owner / authorized representative of the bidder are attached herewith.**

**SIGNATURE OF THE TENDERER WITH SEAL**

**CONTRACTOR INFORMATION**

<b>Sl. No.</b>	<b>Particulars</b>	<b>To be Filled by Bidder</b>
01.	Name of the Contractor	
02.	Nature of Firm / Concern (Proprietor/Partnership/Pvt. Limited/Public Ltd.) Note: In case of partnership concern, please enclose photo copies of the partnership deed	
03.	Full address	
04.	Name of the Proprietor/Partner	
05.	Name of the Person(s) and designation authorized for signing the contract/dealing with BHEL	
06.	Telephone No. of the firm	
07.	Fax No.	
08.	Mobile No.	
09.	E-mail ID	
09.	Organizational structure with name and designation	

**CHECK LIST**

<b>Sl. No.</b>	<b>Particulars</b>	<b>Document Enclosed (Yes / No)</b>	<b>Document No</b>
01.	Name of the Contractor		
02.	Tender Document Signed & Stamped		
03.	Earnest Money Deposit (EMD) @ ₹ 3,900/-		
04.	Service Tax Registration Certificate		
05.	PAN Number		
06.	Income Tax Returns for last 3 years (FY 2013-14, 2014-15 & 2015-16)		
07.	Profit & Loss account and Balance Sheet certified by the Practicing Chartered Accountant for the last 3 years		
08.	Work orders & Job Completion Certificates in similar works as mentioned in eligibility criteria.		
09.	MSE Registration Documents, if applicable EM II certificate having deemed validity (5 years from date of issue of acknowledgement in EM II) <b>or</b> valid NSIC certificate <b>or</b> EM II certificate along with attested copy of a CA certificate (Format enclosed at <b>Annexure-A</b> where deemed validity of EM II certificate of five years has expired)		

**Certificate by Chartered Accountant on letter head**

This is to certify that M/S .....  
(hereinafter referred to as 'company') having its registered office at .....  
..... is registered under MSMED Act 2006,  
(Entrepreneur Memorandum No (part-II) .....dated  
....., Category: .....(Micro/ Small). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per  
the latest audited financial year ..... as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of small scale industries vide its notification No.S.O.1722(E) dated October 5, 2006:

₹.....Lakh

2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and Furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:

₹.....Lakh

**(Strike off whichever is not applicable)**

The above investment of ₹.....Lakh is within permissible limit of  
₹.....Lakh for .....Micro/  
Small (strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is  
..... (dd/mm/yyyy) Which is within the period of 3 year from the date of graduation  
of such enterprise from its original category as notified vide S.O. No. 3322(E) dated  
01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number –

Seal of Chartered Accountant

**ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS / NEFT TRANSFER**

01	NAME & ADDRESS OF THE SUPPLIER / SUBCONTRACTOR	
02	VENDOR CODE ASSIGNED BY BHEL,HPVP LTD	

**DETAILS OF BANK ACCOUNT**

03	NAME & ADDRESS OF THE BANK	
04	NAME OF THE BRANCH	
05	BRANCH CODE	
06	MICR CODE	
07	ACCOUNT NUMBER	
08	TYPE OF ACCOUNT	
09	BENEFICIARY'S NAME	
10	IFSC CODE OF THE BRANCH	
11	EMAIL ID	
12	TELEPHONE / MOBILE NUMBER	

**CERTIFICATE**

I / We here by agree to receive the payments due from M/s Bharat Heavy Electricals Ltd., by the National Electronic Fund Transfer / or RTGS Transfer mode by credit to my / our above mentioned Bank account. I / We also agree that payments made to the above mentioned account are a valid discharge of the liability of M/s Bharat Heavy Electricals Ltd. I / We also agree to bear the applicable Bank charges for the above mode of transfer. A copy of the cheque leaf/ cancelled cheque leaf of the above account is sent herewith.

(Authorized Signatories with name & seal)

**BANKER'S CERTIFICATION**

We confirm that we are enabled for receiving RTGS and NEFT credits and we further confirm that the account number of \_\_\_\_\_ (name of account holder), the signature of authorized signatory and the MICR and IFSC codes of our branch mentioned above are correct.

Place:  
Date:

Bank Manager / Officer  
Signature with Bank Stamp and Name seal

**FORWARDED TO ACCOUNTS DEPARTMENT / CASH SECTION**

We confirm the above details are verified with the records available with us

Signature of BHEL Official with Name & Seal  
Operating the contract / Services

# **PART – II**

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**(PRICE BID)**

**BHARAT HEAVY ELECTRICALS LIMITED**  
**HEAVY PLATES & VESSELS PLANT**  
**VISAKHAPATNAM – 530 012**

**NAME OF WORK:**

Repair / Rewinding of HT Distribution Transformers 1000 KVA inside Factory of HPVP-BHEL, Visakhapatnam

**Tender Enquiry No:** OPS/OS/WC/2017-18/28/027, Date: 14.06.2017

**NOTE:**

- 1) Tenderers are requested to visit the site before submitting their tenders and go through the site conditions, nature and quantum of the job to be done and in general shall themselves obtain all necessary information as to risks, safety precautions, contingencies and other circumstances. A tenderer shall be deemed to have full knowledge of the site, whether he inspects it or not, no claim shall be allowed.
- 2) The quoted rate shall be fixed & firm throughout the contract period. No cost escalation will be paid on any account throughout the contract period for any item.
- 3) The item rate offered shall provide for the complete cost towards labour, consumables, tools, plant & machinery, transport, supervision, overheads, profits & all other incidentals etc., complete. The rate quoted shall not include service tax & VAT. The VAT & Service Tax applicable should be quoted separately as per the respective acts. These will be reimbursed at prevailing rates limited to the composition percentage quoted in the bid on production of proof of payment to the respective tax authorities. Price Evaluation will be made on the basis of landed cost to BHEL. Any new Indirect taxes/cess imposed/introduced like GST etc. after submission of bid will be reimbursed to the contractor at actual on production of requisite documents. At the same time however if the existing acts such as Service Tax Act and VAT act cease to exist, BHEL will not reimburse tax against the same from the effective date.
- 4) L1 shall be evaluated based on quoted total amount. However, BHEL reserves the right to negotiate with L1 vendor or go for Reverse Auction.
- 5) Offered discount / increase will be considered for calculation of unit rate & total amount for each item
- 6) The quantity indicated below is approximate and may vary on both sides subjected to the requirement. However, payment shall be made for the actual quantity only.

**SIGNATURE OF THE TENDERER WITH SEAL**

**BHARAT HEAVY ELECTRICALS LIMITED**  
**HEAVY PLATES & VESSELS PLANT**  
**VISAKHAPATNAM – 530 012**

**NAME OF WORK:**

Repair / Rewinding of HT Distribution Transformers 1000 KVA inside Factory of HPVP-BHEL, Visakhapatnam

**Tender Enquiry No:** OPS/OS/WC/2017-18/28/027, Date: 14.06.2017

**Schedule of Quantities & Rates (SOQR)**

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Rate in ₹	Amount in ₹
1	Replacement of new winding in place of old damaged winding of all the three phases.	Kg	210	600	1,26,000
2	Labour charges for winding	Kg	210	60	12,600
3	Reinsulating of LV coils	Kg	165	100	16,500
4	Providing new gaskets in place of old damage including oil seals	LS	-		5,200
5	Assembly of coil, core removing and re-fixing, bracing etc.	LS	-		6,000
6	Drying job in heating chamber till getting sufficient megger values.	LS	-		9,000
7	Filtration of oil in the transformer.	LS	-		4,900
8	Explosion vent replacement	LS	-		1,500
9	To and fro transportation of transformer from BHEL-HPVP to vendor work site & vice versa.	LS	-		3,800
10	Loading and unloading at BHEL-HPVP and vendor works.	LS	-		9,000
	<b>Total amount in ₹</b>				<b>1,94,500</b>
	<b>Discount / increase offered by Bidder on above total amount in %</b>				
	<b>Total Offered amount after Discount / increase in ₹</b>				

**Total Offered Amount after Discount / increase in Words:**

**SIGNATURE OF TENDERER WITH SEAL**