

BHARAT HEAVY ELECTRICALS LIMITED
ESTATE OFFICE, BHEL TOWNSHIP, SECTOR-17, NOIDA- 201301



TENDER DOCUMENT

FOR

**ROUTINE SERVICING OF 400 KVA DG SET IN BHEL TOWNSHIP,
SECTOR 17, NOIDA**

NIT NO.: 07: AA: NOI: ADMN: DG SET: 112:2020-21
Dated: 08.07.2020

CONTENTS

1- NOTICE INVITING SINGLE TENDER

LAST DATE FOR SUBMISSION	: 13.07.2020 at 1500 hrs.
DATE FOR OPENING OF TENDER	: 13.07.2020 at 1530 hrs.
VENUE OF OPENING OF TENDER	: BHEL Corporate Office, Siri Fort, New Delhi.

(Signature of Bidder with seal)

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21 DATED: 08.07.2020



उप प्रबंधक (मा. सं.)
Varun Kumar Garg
Dy. Manager (HR-T&S)

भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida



भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Ltd.

सम्पदा कार्यालय, बीएचईएल टाउनशिप, सेक्टर-17, नोएडा-२०१३०१

BHEL Township: Estate Office, Sector-17, Noida-201301

फोन (का.) 3070956 (फैक्स) 3070982 Phone (O) 3070956 (Fax) 3070982

TENDER DOCUMENT

NIT NO. 07: AA: NOI: ADMN: DG Set: 112: 2020-21 DTD.: 08.07.2020

Last date of Submission of Sealed Tender: **13.07.2020 at 1500 hrs.**

Date of opening of Tender: **13.07.2020 at 1530 hrs.**

To,

M/s. R.S. Power Tronix,

305, 310, Triveni Complex, Vikas Marg,

Laxmi Nagar, Delhi-110092

Sub: Routine Servicing of 400 KVA DG set (make GREAVES) installed at BHEL Township, Sector- 17, Noida.

Dear Sir,

We are pleased to invite your most competitive offer for servicing of 400 KVA DG set installed at BHEL Township, Sector 17, Noida as detailed below:

PRICE FORMAT

Sr.No.	Part No.	Description	HSN/SAC CODE	Qty.	Unit	Rate	Amount
(A) Tax @ 18% (Spare Parts)							
1	605411880008	L.O.FILTER	84212300	2	NO		
2	1200240911	FILT. ELEMENT WITH O RING	84212900	1	NO		
3	1200240912	FLTR INSRT WITH O RING	84212900	1	NO		
4	105413100062	FUEL PRE-FLTR-KF 5.0 LTR	84212900	1	NO		
5	106900000033	O' RING	84219900	1	NO		
6	P23408530114	GASKET CYL HEAD COVER	6812	12	NO		
7	123200198528	COOLANT ADDITIVE 10 LTR PACK	38249022	1	NO		
8	106908740006	PAPER INSERT-OIL CENTRFUG	84212300	1	NO		
9	105413100102	OUTER ELEMENT	84213100	1	NO		
10	105413100103	INNER ELEMENT	84213100	1	NO		
11	123200198468	GREAVES LUB OIL 50 LTR PACK	27101980	2	NO		
				Total			
				Add IGST @ 18%			
				Sub Total : (A)			
(B) Tax 18% (Labour Job)							
12	Service charges for Servicing of TBD 3 V 12 Engine.		998719	1	Job		
13	Transportation charges		9987	1	Job		
				Total			
				Add IGST @ 18%			
				Sub Total : (B)			
				Grand Total : (A+B)			
				Say Rs.			

Amount in Words: Rupees _____

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

(Signature of Bidder with seal)

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21 DTD.: 08.07.2020



वरुण कुमार गार्ग
उप प्रबंधक (मा. सं.-टीएएस)
Varun Kumar Garg
Dy. Manager (HR-TAX)

भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

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 tenderer 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. Bid should be free from correction, overwriting, using corrective fluid, etc. any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature (s) of person (s) signing the bid else bid shall be liable for rejection.
3. The tenderer must submit their tenders in sealed envelope prominently super scribed as 'Single Part Bid' along with NIT No. & due date written on each of the envelopes.
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. 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 Deputy Manager (HR-TAX) on Tel. No.-0120-3070961, mobile No.- 9650177944 or at e-mail: varungarg@bhel.in.
7. The tenderer or their representative may attend the opening of bids if they desire to do so.

B. DOCUMENTS TO BE SUBMITTED 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. The Bidder must submit a declaration (enclosed at Annexure-A), that the bidder has not been suspended / blacklisted by any organization.
3. No deviation certificate as per Annexure -B must be signed and stamped.
4. Bidder must submit the bidder's details in the enclosed format (Annexure-C).

C. 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) may 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. 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.
8. **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'.
9. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled.
10. **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

(Signature of Bidder with seal)

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21 DATED: 08.07.2020

Page 3 of 8

 वरुण कुमार गंगुली
उप प्रबंधक (मा. स.)
Varun Kumar Ganguly
Dy. Manager (HR-TAX)
भारत हेवी इलेक्ट्रिकल्स लि., समुदाय कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

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.

11. TAXES AND DUTIES:

- a) Price shall be all inclusive, except GST. The amount towards GST shall be indicated separately as specified in the price format.
- b) To enable BHEL to avail GST Input Tax Credit (ITC), vendor shall submit GST Complaint Tax Invoice containing all the particulars as stipulated under Invoice Rules of CGST Rules, 2017 as amended from time to time. Such invoice shall be submitted within prescribed time limit in the name of BHEL, Estate Office, Sector-17, Noida. GSTIN of BHEL is **09AAACB4146P2ZC**.
- c) Vendor shall ensure strict compliance under GST Act & Rules so that Input Tax Credit is available to BHEL.
- d) In case of any loss to BHEL on account of non-compliance by vendor, the same shall be to vendor's account. BHEL has a right to take necessary steps to protect its interest at the time of release of payment.
- e) Any Statutory Changes as and when made applicable by the Government shall become applicable against documentary evidence.
- f) While making the payment, statutory deductions as applicable, shall be made by BHEL. Payment to the vendor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act and GST as applicable, as amended from time to time and a certificate to this effect shall be provided to the vendor by BHEL.

12. TERMS OF PAYMENT:

- a. The amount quoted shall be firm.
- b. No advance payment or the payment for mobilization of work will be made to the contractor.
- c. The payment will be made through NEFT for which you shall provide Bidder's details as per Annexure-C.
- d. The payment would be made within 21 days from the date of submission of the bills to Estate Office, complete in all respects.
- 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 subjected to deduction of taxes at source as per rules.

13. PERIOD OF COMPLETION OF WORK: The work is to be completed within a period of 15 days from the date of placement of order.

14. 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.

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.

D. SPECIAL TERMS AND CONDITIONS RELATED TO THE WORK:

- 1. No inferior quality of work/material will be accepted. The subject work shall be carried out up to the satisfaction of Engineer-in-charge.
- 2. All the spares shall be genuine and of greaves make.
- 3. The warranty of 90 days shall be provided for the components replaced and on work done, from the date of actual work done. You shall replace any damaged component within this warranty period at no extra cost to BHEL, in case of any problem arises in these components.

4. You shall depute only qualified service engineers to carry out the job satisfactorily. Any damage occurring to the associated parts due to poor workmanship of deputed personnel shall be indemnified by the vendor.
5. The vendor will bring all necessary spares/items/tools/equipments by their own transport arrangements; BHEL shall not be liable for any fine/challan arising out during transportation of material to our site.
6. **WORKMANSHIP:** Good workmanship is an essential requirement to be complied with. In case of bad workmanship re-work will be done by the vendor on no extra claim
7. No other person except contractor's authorized representative shall be allowed to enter BHEL's premises/ office.
8. **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
9. 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 Supply, Installation and Testing and for such work no extra claim shall be entertained.
10. 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.
11. **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.
12. **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 sub-paragraph provided however, that no such recovery shall be enforced after three years of passing the final bill.
13. **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.

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"

(Varun Garg)
Deputy Manager (HR-TAX)

(Signature of Bidder with seal)

NET NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21 DATE: 08.07.2020



वरुण कुमार गार्ग
प्रबंधक (मानव संसाधन)
Varun Kumar Garg
Dy. Manager (HR-TAX)

भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida.

ANNEXURE-A

ESTATE OFFICE: BHEL TOWNSHIP: NOIDA

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21
DATED: 08.07.2020

DECLARATION

I / We hereby declare that I / We have not been suspended / blacklisted by any PSU / Government Department / Financial Institution / Court etc.

(Signature of Party with seal)

Place:

Date:


वसुधा कुमार गर्ग
उप प्रबंधक (मा. सं.-टीएएक्स)
Varun Kumar Garg
Dy. Manager (HR-TAX)
भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

ESTATE OFFICE: BHEL TOWNSHIP: NOIDA

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21

DATED: 08.07.2020

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:


सम प्रबंधक (मा. से-टैक्स/एक/१)
Varun Kumar Garg
Dy. Manager (HR-TAX)
भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

ANNEXURE: C

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21

DATED: 08.07.2020

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)**

वरुण कुमार गर्ग
उप प्रबंधक (मा. सं.-टीएएक्स)
Varun Kumar Garg
Dy. Manager (HR-TAX)

भारत हेवी इलेक्ट्रिकल्स लि., सम्पदा कार्यालय, सेक्टर-17, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

NIT NO. 07: AA: NOI: ADMN: DG SET: 112: 2020-21 DATED: 08.07.2020

(Signature of Bidder with seal)