



Bharat Heavy Electricals Limited

Tender No: 650930022/TE/D/08

Dt: 08.03.2017

TENDER NOTICE

Sealed Tenders are invited in **Two bid system**, for the finalization of Rate Contract for Printing of Forms/Registers/Cards

General-

- **Opening of Techno-commercial bid** at 1500 Hrs. on 31.03.2017
 - **Submission of Tender:** Till 14.30 Hrs. on 31.03.2017
 - Bids has to be submitted in the Tender Box, kept in the
Administrative Building,
Fabrication Plant
Bharat Heavy Electricals Ltd
Industrial Area Jagdishpur
Dist. Amethi-PIN-227817, UP.
1. Techno-Commercial Bid to be in envelop No.1.-Super scribe this envelope as-Tender Enquiry no. **650930022/TE/D/08** –“Techno-Commercial Bid” with due date of opening.
 2. Price bid to be kept in envelop No-2 Super scribe this envelope as-Tender Enquiry no. **650930022/TE/D/08** –“Price bid” with due date of opening
 3. Envelope No.1 & No.2 are to be kept in a bigger envelope No.3 **Super scribe this envelop as-Tender Enquiry no. 650930022/TE/D/08** with due date of opening.
 4. Offers with deviations from terms and conditions & specification of the tender may not be considered.
 5. BHEL takes no responsibility for any delay / loss of documents or correspondence sent by courier or post.
 6. BHEL reserves the right to accept or reject any of the bid / all bids with or without deviation, or cancel / withdraw the invitation for bid without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action by BHEL.
 7. Duly completed offers should reach following address on or before due date and time to DGM-MM (CSU & FP) BHEL, Industrial Area Jagdishpur, Distt. Amethi (UP) PIN-227817.
 8. In case you are not quoting, please send your regret letter positively for our reference.
 9. Tender received after the specified time of their “SUBMISSION” will be treated as late tender and shall not be considered under any circumstances.
 10. Supplier shall quote for all the items in the enclosed price bid format only.

Centralised Stamping Unit & Fabrication Plant, Jagdishpur Industrial Area, Distt. Amethi
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PREFERENCES/BENEFITS FOR MSEs:

Following preferences/benefits shall be given to MSEs in line with Public procurement policy for Micro and Small Enterprises (MSEs), 2012:

1. The tender documents shall be issued free of cost to MSEs.
2. MSEs are exempted from payment of Earnest Money Deposit (EMD).
3. In tender, Micro and Small Enterprises quoting within the price band of L1+15% shall be allowed to supply the requirement up to 20% of the tender quantity subject to condition that such Enterprises bring down their price to L1 price where L1 price is from other than a Micro and Small Enterprise. If L1 offer is from a Micro / Small Enterprise, this provision will not be applicable. In case more than one Micro and Small Enterprise is there within this span, the supply shall be shared proportionate to the tender quantity. (70:30 or 50:30:20 of the eligible quantity).

Note: Special provision for Micro and small enterprises owned by SC or ST: -

Sub target of 20% (i.e. 4% out of 20%) would be earmarked for procurement from Micro and Small Enterprises owned by the Scheduled Caste or Scheduled Tribe Entrepreneurs provided that in event of failure of such Micro and Small Enterprises to participate in the tender process or meet the tender requirements and the L1 price, the 4% sub-target for procurement ear-marked MSE owned by Scheduled Caste or Scheduled Tribe Entrepreneurs shall be met from other MSE Enterprises/s.

MSE suppliers can avail the intended benefits only if they submit along with offer, attested copies of either EM-II certificate having deemed validity (two years from date of issue of acknowledgement in EM-II) or valid NSIC certificate or EM-II certificate along with CA certificate (format enclosed as per annexure-A) applicable for the year, certifying quantum of investment in plant & machinery within permissible limit as per the act of relevant status (micro & small) where deemed validity of EM-II is over. Date of reckoned for determining the deemed validity will be the last date of technical bid submission. Non submission of such documents will lead to consideration of their bids at par with other bidder & MSE status of such suppliers shall be shifted to non MSE supplier till the supplier submits the documents. This provision for MSE will apply subject to the condition that the participating MSE meets the tender requirements.

In case of any change in the MSE status of the Bidder, it shall be the responsibility of the Bidder to notify the change as a part of the Bid document. If at a later date it comes to the knowledge of BHEL, that the change in the status has not been intimated by the Bidder and the order is obtained under the premise of an MSE then BHEL would cancel the pending order against this tender and take necessary steps for suspension of the business dealing with the Bidder as per the procurement policy of BHEL.

In case after the bid opening it is seen that no MSE has become L1, then depending on the nature of the item, if it is not possible to split the tendered items / quantities on account of reasons like customer contract requirements of supplying one make for a given project or technical reasons like the tendered item being a system etc. then BHEL would not counter offer the L1 prices even though there may be MSE bidders within the +15% band of L1



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ANNEXURE- A

Certificate by Chartered Accountant on letter head

This is to Certify that M/S.
.....(Hereinafter referred to as 'company')
having its registered office atis registered under MSMED Act
2006, (Entrepreneur Memorandum No (Part-11
.....dated: Category:
(Micro/Small) (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as on date
..... 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 :Rs.Lacs

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: RsLacs

(Strike off whichever is not applicable)

The above investment of Rs Lacs is within permissible limit of Rs -----Lacs 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 years from the date of graduation of such enterprise from its original category as notified vide 5.0. 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

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The Tender document consists of four parts-

Section – 1: Techno-Commercial bid consists

- A- *Item Description
- B- *Prequalifying requirement (PQR) conditions
- C- *Technical Conditions
- D - *Special Instructions
- E- *Commercial requirement
- F- * Techno-commercial compliance sheet
- G- * Un-price bid format (Copy of Price Bid without price part only **fill for taxes & duties**)

Section – 2: Price bid format

Section-1

(A)- Item Description:

SL. NO.	MATERIAL SPECIFICATION	UNIT	QTY. REQD.
As per Annexure-I	As per Annexure-I	As per Annexure-I	As per Annexure-I

(B)- Pre-Qualifying Requirement (PQR) condition:

Sl. No.	PQR Condition	Vendor remarks
1	Only vendor who own the printing press is eligible to quote in the enquiry.	
2	Vendor to submit a copy of VAT registration/CST registration along with their offer.	
3	Vendor to submit the list of following with their offer • Machines available in the printing press • Make and model of the above machines.	

C- Technical Conditions:

- L-1 bidder to provide the sample copy of items prior to bulk printing of forms/registers/cards.
- 90 Gsm is required for all the registers.
- 70 Gsm is required for all the forms.

D- Special Instruction:

1. *All taxes/duties/levies etc. must be specified separately in amount or in percentage. **Incomplete offer shall not be acceptable.***
2. *In case vendor do not accept BHEL, CSU & FP, Jagdishpur payment terms as per enquiry proper loading shall be done.*
3. ***Duly filled & signed with company seal on all documents to be submitted along with offer.***

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4. *Offers with deviation in Delivery & payment terms shall be liable to rejection of offer.*
5. *BHEL, CSU & FP, Jagdishpur reserve the right to procure from more than one vendor.*
6. *Please quote price in figures & words both. In case the prices quoted in words and figures are different, the value indicated in words will be considered for evaluation and establishing L1 status.*
7. *The offers of the bidders who are on the banned list as also the offers of bidders, who engage the services of the banned firms, shall be rejected. The list of firms is available on web site www.bhel.com*

E- Commercial conditions:

1	Delivery Schedule	Within 7 days of written intimation given by HR dept. of BHEL CSU & FP.
1.1		Deliveries shall be F.O.R., H.R. Dept. CSU & FP, BHEL, Jagdishpur,
1.2		Date of receipt at BHEL, Jagdishpur works shall be treated as date of delivery
2	Insurance	Insurance shall be borne by Vendor
3	Price	
3.1		The basic prices shall be firm. All taxes & duties to be specified specifically.
3.2		Supplier shall quote for all the items in the enclosed price bid format only.
4	Evaluation	Mean value of rate quoted for each item will be taken for evaluation and Evaluation shall be done on overall basis with total landed cost to BHEL, CSU & FP, Jagdishpur inclusive of loading, if any
5	Bill Processing	Vendor to submit the invoices to HR Dept. Invoices/Bills will be processed by HR dept. on receipt of invoices/bills along with challan verified by user dept.
6	Terms of Payment	100% payment after acceptance of the printed material at BHEL CSU & FP, The acceptance shall be verified by HR dept. of CSU & FP. However, for MSME vendor's payment shall be done as per MSME act of GOI.
7	Sample Requirement	L-1 bidder to provide the sample copy of items prior to bulk printing of forms/registers/cards.
8	Validity of offer	Offer validity will be for 90 days from date of opening of Tender enquiry
9	Penalty for Delay	The delivery of printed material shall be made within the time prescribed. Failure to deliver the printed material in time as per the delivery specified above would make the vendor liable to an un-

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		conditional penalty at the rate of half percent (1/2%) of the price of the printed material undelivered per week (or part thereof) Subjected to a maximum of ten percent (10%) of the order.
10	Rejections:	The supplier shall arrange replacement/repair within one month from the date of rejection intimation upon failure on supplier's part to comply. BHEL will take whatever appropriate action they may think fit in addition to repair/return of rejected material at the cost and risk of the supplier.
11	Risk purchase:	In case of delays in supply of materials/defective materials not fulfilment of any other terms and conditions given in the purchase order, the purchase may cancel the full or part thereof, and may also make purchase of such material from elsewhere/alternate source at the risk and cost of supplier.
12	Arbitration	Any dispute arising out of this contract shall be referred to the sole arbitration of GM- CSU & FP, BHEL, Jagdishpur. Its award shall be final and binding on the parties. The venue of arbitration in all cases shall be at Administrative building, BHEL, FP, Jagdishpur.
13	Jurisdiction	In case of any suit or other legal proceedings arising under or relating to the contract, the Jurisdiction of Sultanpur (UP) district court shall apply.
14	Consignee	HR Dept- CSU & FP, BHEL, I.A. Jagdishpur, Dist. Amethi (UP)-227817
15	Billing Address	The Officer HR - CSU & FP, BHEL, I.A. Jagdishpur, Dist. Amethi (UP)-227817
16	Rate contract to be finalized through this enquiry is for 1 year, which may be extended for another 1 year with same terms and conditions. Supplier to confirm the same.	

Note: All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST). The payment of Tax will be released subject to furnishing details of outward supply to BHEL in the Return. Also, ensure that the existing contracts which spill over to next year are modified accordingly.

The GST Credit entry maintained by GSTN to the BHEL Accounts on 'GSTN Common Server' must be ensured by the vendor. In absence the same or any loss of GST Credit due to the vendor, shall be recovered/not payable to the Vendor



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F - TECHNO-COMMERCIAL COMPLIANCE STATEMENT

TENDER ENQUIRY NO: 650930022/TE/D/08 Dated: 08.03.2017

TECHNICAL:

SL. No	Specification Clause No	Technical Deviation	Remark/Reasons for seeking Deviations

(Need to mention the technical deviations from Tender enquiry in above table, else mention "No deviation")

COMMERCIAL:

SL. No	Specification Clause No	Commercial Deviation	Remark/Reasons for seeking Deviations

(Need to mention the commercial deviations from tender enquiry in above table, else mention "No deviation")

We hereby confirm that except for above, there are no other Commercial Deviation

Signature of Authorized Representative /Bidder

Name:

Designation:

Date:

Name of Organisation:

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(G) UN-PRICE BID

Tender Enquiry No. 650930022/TE/D/008
Dtd 08.03.2017

Sl. No.	Paper Size	Single or Both Side	Colour	Duplicate / Triplicate	Sl. No. Req	Rate in Rs. / Booklet of 100 Pages							
1	A4	Both Side	White	Single		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							
2	A4	Both side + Single Side	White	Single		No. of Booklets	1 - 5	6 - 10					
						Rate to be quoted							
3	A4	Single Side	White	Single		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30			
						Rate to be quoted							
4	A4	Single Side	White	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							
5	A4	Single Side	White / Yellow	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30			
						Rate to be quoted							

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6	A4	Single Side	White	Five copy	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

7	A4	One side	White	Triplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

	A5	One side	White	Triplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

9	A5	Single Side	White	Duplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

10	A5	Both Side	White	Duplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

11	A5	Single Side	White	Single		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

12	A6	Single Side	Yellow	Single		No. of Booklets	>75
						Rate to be quoted	

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13	A6	Single Side	White / Yellow	Duplicate	Yes	No. of Booklets	>75
						Rate to be quoted	

14	A6	Single Side	Pink / Yellow	Triplicate	Yes	No. of Booklets	>75
						Rate to be quoted	
15	A6	Single Side	Pink / Yellow	Duplicate	Yes	No. of Booklets	>75
						Rate to be quoted	

16	A5	Single Side	Pink / Yellow/ Green	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							
17	A5	Single Side	Pink / Yellow/ Green	Triplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

18	A3	Both Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	12 - 20	13 - 20	14 - 20	15 - 20	16 - 20
						Rate to be quoted								
19	A3	Single Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	12 - 20	13 - 20	14 - 20	15 - 20	16 - 20
						Rate to be quoted								

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20	A4	Single Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

21	A4	Both Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

22	A7	Single Side Sticker / Four Colour	Guming Sheet	Single		No. of Booklets	>75
						Rate to be quoted	

23	A6	Single Side Sticker	Card Sheet	Single		No. of Booklets	1000
						Rate to be quoted	

Note:

1. 90 Gsm will be used for all the registers.
2. 70 Gsm will be used for all the forms.
3. Vendor to write "Quoted" in all applicable cells wherein vendor has quoted amount in price bid

Applicable rates of Taxes duties required to be mentioned in terms of percentage

- 1 Sales Tax/VAT: CST Extra against form C @
- 2 Excise Duty @
- 3 Service Tax @

(SEAL & SIGN. OF BIDDER)

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SETION-II

PRICE BID

(To be submitted on Vendor's Letter Head)

Tender Enquiry No. 650930022/TE/D/008
Dtd 08.03.2017

Sl. No.	Paper Size	Single or Both Side	Colour	Duplicate / Triplicate	Sl. No. Req	Rate in Rs. / Booklet of 100 Pages
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1	A4	Both Side	White	Single		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

2	A4	Both side + Single Side	White	Single		No. of Booklets	1 - 5	6 - 10
						Rate to be quoted		

3	A4	Single Side	White	Single		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

4	A4	Single Side	White	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

5	A4	Single Side	White / Yellow	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

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6	A4	Single Side	White	Five copy	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
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7	A4	One side	White	Triplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

8	A5	One side	White	Triplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

9	A5	Single Side	White	Duplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

10	A5	Both Side	White	Duplicate		No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30
						Rate to be quoted				

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13	A6	Single Side	White / Yellow	Duplicate	Yes	No. of Booklets	>75
						Rate to be quoted	

14	A6	Single Side	Pink / Yellow	Triplicate	Yes	No. of Booklets	>75
						Rate to be quoted	
15	A6	Single Side	Pink / Yellow	Duplicate	Yes	No. of Booklets	>75
						Rate to be quoted	

16	A5	Single Side	Pink / Yellow/ Green	Duplicate	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
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						Rate to be quoted								
19	A3	Single Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	12 - 20	13 - 20	14 - 20	15 - 20	16 - 20
						Rate to be quoted								

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20	A4	Single Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

21	A4	Both Side	Green	Single / Register	Yes	No. of Booklets	1 - 5	6 - 10	11 - 20	21 - 30	31 - 50	31 - 75	>75
						Rate to be quoted							

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23	A6	Single Side Sticker	Card Sheet	Single		No. of Booklets	1000
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2. 70 Gsm will be used for all the forms.
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Applicable rates of Taxes duties required to be mentioned in terms of percentage

1. Sales Tax/VAT: CST Extra against form C @
2. Excise Duty @.....
3. Service Tax @.....

(SEAL & SIGN OF BIDDER)

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