

भारत हेवी इलेक्ट्रिकल्स लिमिटेड

BHARAT HEAVY ELECTRICALS LIMITED

सम्पदा कार्यालय, सेक्टर-17, नोएडा -201301 (यु.पी.) भारत
Estate Office, Sector-17, Noida-201 301 (UP) INDIA



TENDER DOCUMENT FOR

**HIRING OF TRACTOR-TROLLEY SERVICES FOR DISPOSAL OF CIVIL,
HORTICULTURAL WASTE AND OTHER REFUSED MATERIALS FROM BHEL
TOWNSHIP SECTOR-17, NOIDA.**

NIT NO.40: AA: NOI: ADMN: TRACTOR-TROLLEY: 112:2016-17
DATED 03.01.2017

CONTENTS

- Notice Inviting Single Tender

- Last date for Submission : 04.01.2017 at 1500 hrs.
- Date for Opening of Tender : 04.01.2017 at 1530 hrs.


उज्ज्वल तोमर
अभियंता (मा. सं.- टीएएक्स)
Ujjwal Tomar
Engineer (HR-TAX)
सम्पदा कार्यालय, सेक्टर-17, नोएडा
Estate Office, Sector-17, Noida

भारत हेवी इलेक्ट्रिकल्स लिमिटेड,
Bharat Heavy Electricals Ltd.,



भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Ltd.

सम्पदा कार्यालय, सेक्टर-१७, नोएडा - २०१ ३०१ (उ.प्र.), भारत

BHEL Township: Estate Office, Sector-17, Noida-201 301 (UP) INDIA

फोन (का.) 2515638, 2515635 Tel: 2515638, 2515635

TENDER DOCUMENT

NIT NO.40: AA: NOI: ADMN: TRACTOR-TROLLEY: 112:2016-17

DATED 03.01.2017

Last date of Submission of Sealed Tender at Estate Office: 04.01.2017 at 1500 hrs.

Date of opening of Tender: 04.01.2017 at 1530 hrs.

Venue of Opening of Tender: Estate Office, BHEL Township, Sector-17, Noida-201 301

To

M/s. MD. AFROJ

#228, JJ Colony,

Sector-16, Noida - 201301

Subject: HIRING OF TRACTOR-TROLLEY SERVICES FOR DISPOSAL OF CIVIL, HORTICULTURAL WASTE AND OTHER REFUSED MATERIALS FROM BHEL TOWNSHIP SECTOR-17, NOIDA.

Dear Sir,

We are pleased to invite your most competitive offer for the subject work/services at in BHEL Township, Sector-17, Noida as per following Terms & Conditions:

PRICE BID

S.N.	Description of Item	Nos. of Trips (A)	Rate per trip (in Rs.) (B)	Amount (Rs.) (C)=(A) x (B)
1	Removal of Civil, Horticultural Waste and other refused materials by Tractor Trolley from BHEL Township Sector-17, Noida and disposal of same to the nearest dumping site in Noida as specified by the Noida Authority including the labours, driver, diesel and all the tools required for proper execution of work as per the direction of engineer incharge.	70 (Seventy)		
Total Amount (in Rs.) (inclusive of all)				
Total Amount in Words: Rupees				


Ujjwal Tomar
Engineer (HR-TAX)
सम्पदा कार्यालय, सेक्टर-१७, नोएडा
Bharat Heavy Electricals Ltd., Estate Office, Sector-17, Noida

(Signature of Party with seal)

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. 0120-2515638/ email: ujjwal@bhel.in.
7. The tenderer or their representative may attend the opening of bids if he/she desire to do so.
8. In case you are not submitting your offer against this enquiry, we request you to send a regret letter.

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. DOCUMENTS REQUIRED ALONG WITH TENDER ENQUIRY

- a) 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.
- b) Self-attested copies of the **PAN card**.
- c) 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.
- d) No deviation certificate as per Annexure -B (enclosed) must be signed and stamped.
- e) Bidder must submit the bidder's details in the enclosed format (Annexure-E5)

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:

- i. 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.

- ii. 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.
- iii. 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.
- iv. If any bidder does not accept the correction of errors, their bids will be disqualified.

13. TERMS OF PAYMENT :

- a. No advance payment or the payment for mobilization of work will be made to the contractor.
- b. Running bills payment against work executed shall be made to the contractor.
- c. Bills raised by the Contractor shall be certified by the official in-charge of BHEL and the payments will be made against final bill within three weeks by NEFT/RTGS from the date of receipt of in discrepant bill.
- d. The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
- e. All payment will be subject to deduction of taxes at source as per rules.

14. PERIOD OF CONTRACT: This contract will be valid for a period of three (3) months from the date of Letter of Award i.e. Work Order.

15. L. D. Clause: Extension of work may be granted by BHEL where delay is not attributable to the contractor. In case of work is not completed within scheduled date, a penalty of ½% per week of delay subject to maximum 10%, of award value will be deducted as L.D.

16. L.D. FOR BAD QUALITY OF WORK: If the quality of work is not satisfactory, BHEL reserves the right to impose the LD up to maximum 10% of the contract value.

17. Tender LD i.e. for delay as well as quality is to be considered in TOTO i.e. total LD shall be 20% of the contract value.

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

19. 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.

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

C) SPECIAL TERMS AND CONDITIONS RELATED TO THE WORK:

1. The contractor shall deploy the tractor-trolley of trolley size not less than 10ft. x 6ft. x 2ft. (inside) along with sufficient labour for loading the waste materials & a driver.
2. The driver of tractor should have a valid driving license. The tractor should have valid Registration number.
3. All the tools & tackles required for proper execution of work shall be arranged by the contractor with no extra claim.
4. The behavior of the workmen must be decent with the residents & staff of BHEL Township. Any misbehavior will not be tolerated and suitable action will be taken.
5. The refused materials will consist of horticulture waste, dry leaves, trimmings of trees, excavated earth, building rubbish (Malba), waste of drain cleaning etc. or any other materials as per the direction of Engineer Incharge.
6. The refused materials will be removed from all the open areas in township like from road sides, back lanes, parks, playgrounds and from outsides of flats.
7. The loading of waste & other refused materials shall be done in presence of Engineer-in-charge or his authorized representative.
8. The contractor shall not load any materials other than waste/ refused material from the premises. In case of disposing of any material other than waste/ refused materials, the

cost of material shall be recovered from the contractor and necessary action shall be taken against the contractor.

9. The tractor will be deployed as per specified schedule & instructions of Engineer In-charge.
10. The payment will be made on for actual nos. of trips executed during the period.
11. The actual number of trips will be certified from the vehicle movement register available with the security guard at the BHEL Township gates.
12. Before exit from the BHEL Township gate it will be verified that the trolley is loaded with its full capacity. In case trolley is not fully loaded the permission of exit will not be given unless until the engineer incharge certify that there is no accumulation of any refused material at anywhere in the township.
13. All such refused materials collected from the Township should be dumped in area outside the BHEL Township notified by the Noida Authority or local municipality for dumping. In case of penalty or challan due to dumping at wrong place, it will be sole responsibility of contractor and BHEL will not entertain this matter.
14. The disposal of garbage shall be done as per the norms of Central Pollution Control Board (CPCB).
15. In case of any penalty or challan on the tractor trolley by traffic police/ RTO, it will be sole responsibility of contractor and BHEL will not entertain this matter.
16. The garbage collected will not be spill out on the road from vehicle. In case of so, the contractor will have to clean the road immediately with no extra claim.
17. **CARE OF BUILDINGS:** Care shall be taken by the contractor to avoid damage to the existing buildings during the work. The contractor shall be responsible for repairing all the damages and restoring the same to their original finish at his cost.
18. 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.-0120-2515638, mobile No.-9953866199 or at e-mail: ujjwal@bhel.in.
19. No other person except contractor's authorized representative shall be allowed to enter BHEL's premises/ office.
20. The amount quoted should be firm and valid till contract period.
21. **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
22. 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.
23. 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.
24. **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.
25. **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



00
[Handwritten Signature]
अभिषेक (मा. सं.- टीएएस)

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.

26. **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 return this offer letter 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)



उज्ज्वल तामर
अभियंता (मा. सं.- टीएक्स)
Ujjwal Tomar
Engineer (HR-TAX)

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

ESTATE OFFICE: BHEL TOWNSHIP: NOIDA

NIT NO.40: AA: NOI: ADMN: TRACTOR-TROLLEY: 112:2016-17

DATED 03.01.2017

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:



Ujjwal Tomar
उज्ज्वल तोमर
अभियंता (भा. सं.- टीएएक्स)
Ujjwal Tomar
Engineer (HR-TAX)

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

Annexure - B

ESTATE OFFICE: BHEL TOWNSHIP: NOIDA

NIT NO.40: AA: NOI: ADMN: TRACTOR-TROLLEY: 112:2016-17
DATED 03.01.2017

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:



Ujjwal Tomar
उज्ज्वल तोमर

अभियंता (मा. सं.- टीएएक्स)

Ujjwal Tomar
Engineer (HR-TAX)

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

ANNEXURE: E-5**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)



Ujjwal Tomar
अभियंता (भा. सं.- टीएएक्स)

Ujjwal Tomar
Engineer (HR-TAX)

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

(Signature of Party with seal)

