



BHARAT HEAVY ELECTRICALS LIMITED

(A GOVT. OF INDIA UNDERTAKING)

ELECTRONICS DIVISION

P.B. No.2606, MYSORE ROAD, BANGALORE-560 026.

Tender Ref.:PVE//WB/CHARRAH/LOAD Dated: 19/12/2016

Notice Inviting Tender for
Providing Loading/Unloading Services For Materials at BHEL 10
MW SPV Plant at Charrah, Purulia, West Bengal.

Tender document submission due date : 30/12/2016 (1P.M)

Tender will be 2 part Bid Technical and Price bid in 2 separate sealed envelopes enclosed in a third envelope clearly marked.

Tender opening Date (Technical bid): 30/12/2016 at 13:30 Hours

Price bid opening– will be intimated later

Tender to be addressed to

Mr.Radhakrishnan V

AGM (SC&PV)

BHEL EDN, Mysore Road

Post Bag No 2620

Bangalore-560026

Contact No:(080) 26998415

Mobile: 9449060641

Sub : Tender enquiry for Providing Loading/Unloading Services For Materials at BHEL 10 MW SPV Plant at Charrah, Purulia, West Bengal.

Sealed bids are invited for Providing Loading/Unloading Services For Materials at BHEL 10 MW SPV Plant at Charrah, Purulia, West Bengal, for a period of **six months**, which may be extended based on the requirement and satisfactory performance of the vendor on the same terms and conditions as specified and agreed. The General Conditions of Contract form part of the Tender specifications. **All pages of the tender documents shall be duly signed, stamped and submitted along with the offer in token of complete acceptance thereof.** The information furnished shall be complete by itself. The tenderer is required to furnish all the details and other documents as required in the following pages

SUBMISSION OF TENDERS

The offers shall be sent in three (03) separate sealed envelopes. Complete set of offer shall be sent to BHEL-EDN as per address given above as per following details.

Sl no	Description
I. COVER-I (TECHNO-COMMERCIAL BID) – in sealed envelope	
I.a	Offer forwarding/covering letter.
I.b	Techno-commercial offer enclosing supporting documents as required in line with prescribed format. It shall be specifically noted that all documents as per above shall be indexed properly.
I.c	Duly filled-in annexure, formats etc. and credentials of the bidder as required
I.d	All pages of tender document pertinent for the subject job including NIT together with subsequent changes in the tender in the form of corrigenda, correspondences etc, if any, signed on all pages.
I.e	Price Bid – un-priced but mentioning only 'quoted/unquoted' against each item of schedule to show that price has been quoted in proper format.
I.f	Any other details preferred by bidder with proper indexing.
I.g	Earnest money deposit of Rs.18,000/-
II. COVER-II (PRICE BID)- in sealed envelope	
II.a	Copy of offer forwarding/ covering letter (as referred in I.a).
II.b	Duly filled-in Price Bid
III. COVER-III.	
Both the aforesaid covers in sealed condition shall be enclosed in this cover. This cover shall be super-scribed with (i) Bidder address (ii) Details of enclosed covers and (ii) Name of the job, tender document no. & due date of submission.	

Tenders submitted by post shall be sent by “REGISTERED POST ACKNOWLEDGEMENT DUE / by COURIER” and shall be posted with due allowance. BHEL takes no responsibility for delay, loss or non-receipt of tenders sent by post/courier. **The tenders received after the specified time of their submission are treated as ‘Late Tenders’ and shall not be considered under any circumstances.**

Tenders shall be opened by authorized Officer of BHEL at his office at the time and date as specified in the NIT, in the presence of such of those tenderers or their authorized representatives who may be present.

In case of omission in quoting any rate for one or more items, the evaluation shall be done considering the highest quoted rate obtained against the respective items by other tenderers for the subject tender.

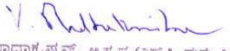
Before submission of Offer, the tenderers are advised to inspect the site of work and the environments and be well acquainted with the actual working and other prevalent conditions, facilities available, position of material and labour, means of transport and access to Site, accommodation, etc. No claim will be entertained later on the grounds of lack of knowledge of any of these conditions.

1. Sealed Offers in the format attached should reach BHEL EDN Bangalore before due date.
2. The offer shall be valid for 90 days from the date of opening of bid.
3. The rates quoted shall be FIRM. No escalation in rates will be allowed.
4. The rate quoted shall be **exclusive of service tax**. Service tax payable at actuals on receipt of proof.
5. The tender is likely to be finalized in a very short time.
6. The bidder is advised to visit the site to familiarize themselves with the site conditions.
7. Payment for services will be on monthly basis based on certification of site I/C along with bills as applicable.
8. Advance payment / interim payment will **not** be made to the contractor. Income tax will be deducted as per the IT rules.
9. Enquiry comprising of following documents are issued herewith.
 - a) Section 1: General terms
 - b) Section 2 : Scope of work, terms and conditions
 - c) Section 3 : Bid Format

BHEL reserves the right to cancel or reject the offer either partly or in full without assigning any reasons thereof.

Thanking you,

Yours Faithfully,
For & On behalf of Bharat Heavy Electricals Ltd.,


ವಿ.ರಾಧಾಕೃಷ್ಣನ್, ಅ.ನ.ಪ್ರ.(ಎಸ್.ಸಿ. & ಪಿ.ವಿ.)
ವಿ. ರಾಧಾಕೃಷ್ಣನ್, ಅ.ನ.ಪ್ರ.(ಎಸ್.ಸಿ. & ಪಿ.ವಿ.)
V. RADHAKRISHNAN, AGM(SC & PV)
BHEL-EDN, MYSORE ROAD, BANGALORE - 560 026

Contact Details :

1. Mr.V.Radhakrishnan,
AGM - SC&PV,
5th Floor, NEB, BHEL-EDN,
Mysore Road, Bangalore-26.
Tel. No. :080-26998415/ 9449060641
E-mail : radhakrishnanv@bheledn.co.in

2. Ms.L. Ananda Nidhi
Engineer (SC&PV)
5th Floor, NEB, BHEL-EDN,
Mysore Road, Bangalore-26.
Tel. No. :080-26998153/ 9880618899
E-mail : ananda@bheledn.co.in



SECTION 1
GENERAL TERMS

EVALUATION OF BIDS

Technical Bids submitted by the tenderer will be opened first and evaluated for fulfilling the Pre-Qualification criteria and other conditions in NIT/Tender documents, based on documentary evidences submitted along with the offer. Bidder should submit the following documents along with the tender papers:

1. Financial Turn Over and IT return for the last 3 years ending 31.03.2016.
2. Self-attested copy of Service Tax Registration
3. Self-attested copy of PAN
4. Self- attested copy of PF registration certificate.
5. Details of Workman compensation Policy/ ESI.

Tenderers whose bids are found techno commercially qualified shall be informed the date and time of opening of the Price Bids and such Tenderers may depute their representatives to witness the opening of the price bids. BHEL"s decision in this regard shall be final and binding.

EARNEST MONEY DEPOSIT


I) Tender must be accompanied by the prescribed amount of interest free Earnest Money Deposit to be submitted in a Sealed Cover super- scribed as "Earnest Money Deposit" (if applicable). The amount is to be deposited as Earnest Money which shall be remitted either in cash (as per Income Tax Act) or by a Crossed Demand Draft/Pay Order drawn on any nationalized bank in favor of Bharat Heavy Electricals Limited payable at Bangalore. 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 where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited).

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 are not submitted before price bid opening. Documents should be notarized or attested by a Gazetted officer.

Tenders received without Earnest Money in full, in the manner prescribed above, are liable to be rejected.

II) In case of successful Bidder, the Earnest Money deposited will be retained and adjusted towards security deposit.

III) In case of unsuccessful Bidder, the Earnest Money deposited will be refunded to them within a period of 15 (fifteen) days from the date of award of work to the successful bidder without any interest.


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- IV) EMD by the Tenderer will be forfeited as per NIT conditions, if:
- 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.
 - The Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/ Contract.

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.

SECURITY DEPOSIT

Upon acceptance of the tender, the successful bidder within the time and amount specified in the Letter of Intent must deposit Security Money with BHEL. The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer will be converted and adjusted towards the required amount of Security Deposit. At least 50% of the required Security Deposit, including the EMD, should be submitted before start of the work. Balance of the Security Deposit can be collected by BHEL 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.


The balance amount to make up the required Security Deposit of 5% of the contract value may be submitted in the following forms:

- Cash (as permissible under the extant Income Tax Act)
- Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL
- Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL
- Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)
- 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)

(Note: 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).

Security Deposit shall be released to the Contractor upon fulfilment of contractual obligations as per terms of the contract. The Security Deposit shall not carry any interest.

BHEL reserves the right to forfeit the Security Deposit, in addition to other claims and penalties in the event of the contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms and conditions of the contract, BHEL reserves the right to set off this security deposit against any claim of any other contracts with BHEL.


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RETURN OF SECURITY DEPOSIT:

If the contractor duly performs and completes the contract in all respects to the entire satisfaction of BHEL and presents an absolute "No Demand Certificate" in the prescribed form and returns properties belonging to BHEL, lent or hired by him for carrying out said work, the security deposit will be released to the contractor after deducting all cost or expenses or other amounts that are to be paid to BHEL under this or other contracts entered into with the contractor, only after the satisfactory completion of the contract period

VALIDITY OF OFFER

The rates in the Tender shall be kept open for acceptance for a minimum period of 90 days **from** latest due date of offer submission (including extension, if any). In case BHEL calls for negotiations, such negotiations shall not amount to cancellation or withdrawal of the original offer which shall be binding on the tenderers.

COMMENCEMENT OF WORK

The contractor shall commence the work within one week of issue of Letter of Intent/work order or from the date specified in the LoI/W.O as applicable and shall proceed with the same with due expedition without delay. All the work shall be carried out under the direction and to the satisfaction of BHEL.

If the contractor fails to start the work within stipulated time as intimated by BHEL, then BHEL at its sole discretion will have the right to cancel the contract. The Security Deposit with BHEL will stand forfeited without any further reference to him without prejudice to any and all of BHEL's other rights and remedies in this regard.

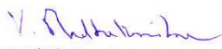
PAYMENT TERMS

Payment will be made from BHEL Bangalore within 30 days from the date of receipt of bills and associated documents complete in all respect at Bangalore certified by BHEL's site representatives.

Payment will be released by EFT (Electronic Fund Transfer) only. Income tax, service tax and any other taxes as applicable shall be deducted while releasing the payment. TDS certificate for the year will be issued in the next financial year. For this purpose contractor shall furnish photo copy of Service tax details and Tin/PAN card issued by Income Tax Department.

TAXES AND DUTIES

The rate quoted should be exclusive of all taxes. If BHEL is required to discharge the liability of any taxes on the transaction like TDS(IT), TDS (WCT), Service Tax under Reverse charge mechanism or any other similar taxes, which is or becomes payable by BHEL, the same shall be deducted from the bills of the contractor unless otherwise stated. The tenderer shall note that claim for variation of rates, on the ground that existing statutory levies have been


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increased/decreased or those new statutory levies have come into effect after tender, or on any other ground, will not be entertained.

You have to make your own arrangement at your cost for completing the formalities, if required, with the statutory authorities in India for bringing your materials, plants and machinery at site.

Income Tax at the appropriate rate shall be deducted from Contractors Bill amount under Income Tax Act. TDS certificate shall be issued by BHEL.

The bidder is required to comply with these laws/acts and other relevant provisions particularly with reference to the taxes and duties and minimum wages . BHEL shall not be held responsible for non-compliance of any laws/acts.

SUB-CONTRACT

The contractor shall not sublet any portion of the contract without written permission of BHEL's representative.

ARBITRATION

Except if otherwise provided for in the contract all questions and disputes relating to the specification, instructions, orders of the execution or failure to execute the same whether arising during the tenure of contract or on completion shall be referred to the sole arbitration of AGM/SC&PV, BHEL-Electronics Division, Bangalore.

SECTION 2

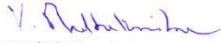
Scope of work and acceptance of terms and conditions:

The contractor shall himself obtain all necessary information on local conditions and factors, which may influence or affect his offer. It must be understood and agreed that such factors have been investigated and considered while submitting the offer. Neither any change in the time schedule of the contract nor any financial adjustment arising thereof shall be permitted by BHEL-EDN, which are based on the lack of such clear information or its effect on the cost of the works to the contractor.

Submission of offer by the contractor implies that he has read all the tender conditions and has made himself aware of

- the scope of work
- Specification of the work to be done
- Local conditions
- Other factors bearing on the execution of work.

Firm price : The rate quoted shall be firm throughout the tenure of the contract and shall be inclusive of all applicable taxes (except service tax) as may be applicable and BHEL-EDN shall entertain no claim, whatsoever, on this account.


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Validity and termination of the contract : The contract shall be valid initially for a period **six months** from the date of award which can be extended further on same terms and conditions based on site requirement. The contract may be terminated by BHEL-EDN by giving a notice of 30 (THIRTY) days' notice and no compensation shall be paid for remaining period of the contract period.

The contractor will be required to provide as per following Scope and terms & conditions :

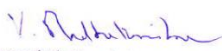
Scope

Providing loading, unloading services including stacking of BHEL supply materials like modules, cables, structures etc. at identified locations and as per instructions of site I/C at BHEL 10 MW SPV Plant at Charrah, Purulia, West Bengal. Machinery to be deployed is Hydra (14 MT) or other suitable machinery like fork lift or any other tools and tackles as per the requirement at site. Diesel and labour to be arranged by contractor and charges to be included in the quote. Contractor to provide one machine operator and two labourers (minimum) for the work and they should be present at the site 24x7 ie. Machinery & labour should be available for deployment at site at all times. The total time of operation of machinery will be 8 hours per day. One day per month will be granted as holiday for servicing of machinery. If the machinery breaks down during operation, contractor to arrange for replacement within 24 hours. Similarly if any of the labour absents himself, contractor to provide replacement within 24 hours. The contractor will maintain these facilities till the contract period completion. Machinery and labour insurance, boarding & lodging of labour including food & water arrangements fall under the scope of Contractor.

The contractor has to pay minimum wages (Basic, DA, ESI, EPF EDLI Uniform Adm. Charges etc.) to the labour/s as per the Government of West Bengal notification from time to time. Record of such shall be maintained.

Safety of work men or agent is contractor's responsibility, risk and necessary insurance and safety cover shall be taken care by vendor.

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Dated: 19/12/2016

PRICE BID REV-00

Providing Loading/Unloading/Stacking Services For Materials at BHEL 10 MW SPV Plant at Charrah, Purulia, West Bengal.

The tenderer may quote their rate as a percentage of BHEL estimate as follows:

SL. NO	DESCRIPTION	NO. OF MONTHS	BHEL ESTIMATE (EXCLUDING SERVICE TAX)	
			LUMPSUM RATE PER MONTH in Rs. D	TOTAL FOR 06 MONTHS in Rs. E = C x D
A	B	C		
1	Providing loading, unloading & stacking of modules, structures, cable drum, other electrical equipments etc as per instruction of BHEL Engineer in charge by Hydra (14MT) and other suitable machineries required, inclusive of deployment of Hydra & other suitable machineries, diesel, oil, operator, maintenance cost etc. Also includes labour required for unloading. 24 hours availability of crane, operator & helpers at site. 8 hours of operation/day of machinery. Labour required for loading/unloading- 4 persons or as per requirement of work.	06	117000	702000
TOTAL AMOUNT				702000
BIDDER HAS TO INDICATE percentage of BHEL estimate (of Rs.702000/-)				
% AMOUNT				
GRAND TOTAL AMOUNT AFTER APPLICATION OF PERCENTAGE (%)				

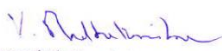
Notes :

1. Grand Total Amount excluding Service Tax (at present 15%) shall be the basis for finalizing the Lowest (L1) Bidder.
2. Service Tax @ 15 % will be payable as applicable. Proof of payment of service tax to be submitted from second month onwards. In absence of same, service tax shall be deducted from contractor's bill and remitted to Govt. as per the rules, wherever RCM is applicable.
3. Document to be furnished along with monthly invoice are-
 - (a) Wage register (b) Attendance register duly signed by BHEL site incharge (c) Service tax remittance challan (d) PF payment challan (e) Insurance of vehicle & ESI document/Workmen's Insurance

Certified that:

I have gone through the scope of work and other tender documents and do hereby quote as per the scope illustrated in scope of work detailed in the tender.

(Signature of the Tenderer with seal)


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CREDENTIAL DOCUMENTS TO BE FURNISHED BY BIDDER FOR TECHNICAL QUALIFICATION

SL NO	CRITERION	STATUS (TO BE FILLED BY BIDDER)
1.	Name and complete address including phone no /fax/telex./e-mail	
2.	Type of firm (whether proprietorship/partnership/ private limited/public limited etc). Documentary evidence in support of same	
3	Details of similar nature of jobs executed during last seven years (as on.31.11.2016). Note :- The contractor must have i) Three (3) similar completed works costing not less than Rs.3.3 lakhs each. OR ii) Two (2) similar completed works costing not less than Rs.4.01 lakhs each OR iii) One (1) similar completed work costing not less than Rs.6.5 lakhs	
4	Documentary evidence in support of above (self-attested work orders along with corresponding Work completion certificates, certificate of appreciation etc.)	
5	Details of jobs presently under execution Documentary evidence in support of above (work order)	
6	Last three years' Audited Balance Sheet and Profit & Loss account Note :- The contractor must have average annual financial turn over of Rs.2.5 lakhs during the last 3 years.	
7	Self- attested copy of PF registration certificate.	
8	ESI No. along with self-attested copy of ESI registration Certificate.	
9	Self-attested copy of Pan card.	
10	Self-attested copy of Service Tax Registration Certificate.	
11	BANK DETAILS: The enclosed EFT format is to be submitted duly signed by the authorized signatory of the Agency and certified by bank official in original . The EFT format is attached in Annexure-III.	

Note :

Bidder should enclose necessary details as asked for in the above format and should

1. specify respective enclosure no. against each details in the format itself.
1. All documents should bear signature of the authorized signatory or a power of attorney in his favour (if applicable) is to be submitted.


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Ref.:PVE//WB/CHARRAH/LOAD

Dated: 19/12/2016

Electronic Funds Transfer (EFT) OR Paylink Direct Credit Form

Please Fill up the form in CAPITAL LETTERS only. TYPE OF REQUEST(Tick one): _____ CREATE _____ CHANGE

BHEL Vendor / Supplier Code: [] Company Name : [] Permanent Account Number(PAN): [] Address []

City: [] PINCODE [] STATE []

Contact Person(s) [] Telephone No: [] Fax No: [] e-mail id: []

1 Bank Name: [] 2 Bank Address: [] 3 Bank Telephone No: [] 4 Bank Account No: [] 5 Account Type: Savings/Cash Credit [] 6 9 Digit Code Number of Bank and branch appearing on MICR cheque issued by Bank [] 7 Bank swift Code(applicable for EFT only) [] 8 Bank IFSC code(applicable for RTGS) [] 9 Bank IFSC code(applicable for NEFT) []

- A I hereby certify that the particulars given above are true, correct and complete and that I, as a representative for the above named Company, hereby authorise BHEL, EDN, Bangalore to electronically deposit payments to the designated bank account. B If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL / transferring Bank responsible. C This authority remains in full force until BHEL, EDN,Bangalore receives written notification requesting a change or cancellation. D I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under ECS / EFT.

Date:

Authorised Signatory:

Designation:

Telephone NO. with STD Code

Company Seal

Bank Certificate

We certify that _____ has an Account No _____ with us and we confirm that the bank details given above are correct as per our records.

Date:

(.....)

Place:

Signature

Please return completed form along with a blank cancelled cheque or photocopy thereof to:

Bharath Heavy Electricals Ltd,

Attn:

Electronics Division, Mysore Road,

BANGALORE - 560 026

In case of any Query, please call : 080-26998xxx / 2674xxxx or fax no. 080-2674xxxx

ಮ.ರಾಧಾಕೃಷ್ಣನ್, ಅ.ನ.ಪ. (ಎಸ್.ಸಿ. & ಪಿ.ವಿ.) ವ. ರಾಧಾಕೃಷ್ಣನ್, ಅ.ನ.ಪ. (ಎಸ್.ಸಿ. & ಪಿ.ವಿ.) V. RADHAKRISHNAN, AGM(SC & PV) BHEL-EDN, MYSORE ROAD, BANGALORE - 560 026