



भारत हैवी इलेक्ट्रिकल लिमिटेड , रामचंद्रपुरम, हैदराबाद-32.



BHARAT HEAVY ELECTRICALS LTD, RAMACHANDRAPURAM, HYD-32.

संचार एवं जन संपर्क (COMMUNICATION & PUBLIC RELATIONS)

Phone: 040-23182193; E-Mail: bhaskarcv@bhel.in

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TENDER NOTICE

Name of the department : **COMMUNICATION & PUBLIC RELATIONS**

Tender No: **HY/C&PR/P&V/2019/2705**

Date: **27.05.2019**

1. Bharat Heavy Electricals Limited, a Government of India Public Sector undertaking having its Registered Office at Siri Fort, New Delhi. BHEL Ramachandrapuram, one of its manufacturing Units, invites sealed tenders in Two-part bid from eligible contractors, who fulfill qualification criteria as stipulated in NIT, for the work, **“Empanelment of Photo & Video Studios for Digital Colour Photographs & Videography”**.
2. Sealed quotations are invited in two separate covers. (1)Technical Bid. (2)Price Bid. (Annexure-III) and submit both the covers by keeping in a big sealed envelope, indicating the Name of work and Tender number on all the covers and the big sealed envelope will be received up to **11.00 Hrs. on 18.06.2019 at New Vendor Complex, besides administrative building, BHEL Ramachandrapuram. Technical bid** will be opened at **14:00 Hrs.** on the same date. Further information, if any, may be obtained from the office.
3. A set of tender documents (non-transferable) may be obtained on any working day (Monday to Saturday) between 09:00 Hrs. to 14:00 Hrs. from **Communication & Public Relations Dept., BHEL-HPEP, Ramachandrapuram, HYDERABAD-502032.**

(Sr. Executive / C&PR)

Signature of contractor (with Name; Designation & Organization Stamp)

1.0 NOTICE INVITING TENDER

i.	Tender Number & date	: HY/C&PR/P&V/2019/2705, DT 27.05.2019
ii.	Name of the Work	: Empanelment of Photo & Video Studios for Digital Colour Photography & Videography.
iii.	EMD	: NIL
iv.	Approximate Estimated value of work	: Rs. 18,22,604/- (Rupees Eighteen Lakhs Twenty Two Thousand Six Hundred and Four Only) (Photo- Rs. 14, 49,882/- + Video – Rs. 3, 72,722/-)
v.	Cost of tender documents	: NIL
vi.	Last date for sale of tender documents	: 17.06.2019; 14:00 Hrs. (from C&PR Dept, BHEL, Hyd-32)
vii.	Last date for receipt of tender	: 18.06.2019; 11:00 Hrs.
viii.	Date, time and place of tender opening	: 18.06.2019 ; 14:00 Hrs. at VENDOR COMPLEX, BHEL, Ramachandrapuram, Hyderabad-502032
ix.	Contract Period	: Two Years
x.	Maintenance period	: NA

2.0 Pre-Qualification Criteria

- 2.0.1 The bidder should be competent to provide photographs with a minimum of 16 Megapixels resolution and video with minimum 1920x1080P resolution.
- 2.0.2 The bidder should be located within a road distance of 3 KMs from BHEL Township.
- 2.0.3 The bidder should be available on call basis i.e. should be capable of reaching the venue within 15 minutes on receiving the information.
- 2.0.4 The bidder should have rendered satisfactory services in the past for any PSU/any other organization and Submit work orders to substantiate the same.

2.1 INSTRUCTIONS TO TENDERER

- 2.1.1 Tender is a **Two-part** bid system. The tender documents consist of **Part–A** and **Part–B** as detailed below. Part–A: Techno-commercial Bid. To be submitted in sealed cover enabling us to open on date as indicated above. Part– B: Price Bid to be submitted in sealed cover as per Tender conditions.
- 2.1.2 Part – A must be duly completed and super-scribed **“Tender No: HY/C&PR/P&V/2019/2705 DT 27.05.2019”, Part – A – Techno commercial Bid.** The tenderer shall not indicate the price or rate in the Part – A: Techno-commercial Bid. The tenderer shall expressly accept all the terms and conditions of the Tender. The tender which does not comply with the BHEL’s Terms & Conditions may be rejected as Non-responsive/non-conforming and non-acceptable.
- 2.1.3 Part–B must be duly completed with reference to the tender conditions and put in a separate sealed envelope super-scribed **“Tender No: HY/C&PR/P&V/2019/2705 DT 27.05.2019, “Part–B – Price Bid”.**
- 2.1.4 The Price Bid will be opened only in respect of those tenderers who are qualified in the Technical Bid.

Signature of contractor (with Name; Designation & Organization Stamp)

- 2.1.5 The tender forms to be duly filled in all respects and to be signed on each page by the tenderer. Any alteration, erasure or over-writing will render the tender invalid. Alteration neatly carried out and duly attested over with the full signature of the tenderer however is permitted.
- 2.1.6 The tenderer should submit the tender documents intact without detaching any page or pages.
- 2.1.7 The Name of the tenderer should be written or the contractor's seal to be put on the sealed envelope.
- 2.1.8 Before making the offer, the tenderers are advised to carefully go through the terms and conditions, which form part of the Agreement.
- 2.1.9 All entries in the tender document should be in one Ink. Corrections, over writing, cuttings etc. are not permitted. All the columns in the tender form should be filled without leaving any column blank in any page of the tender. In case any of the columns is left blank, the tender would be rejected.
- 2.1.10 Each and every page of tender documents should be stamped & signed by the tenderer, with Name & Designation.
- 2.1.11 Tender documents consisting of Part – A & B duly sealed in separate envelopes should be sealed in another envelope and should be deposited in the **New Vendor Complex, BHEL-Ramachandrapuram, Hyd-32** addressed to the **DGM / Purchase, Co-ordn., BHEL, Ramachandrapuram, Hyderabad-32** so as to reach on or before **11:00 Hrs. on date as mentioned above.**

Tenderers can submit their offer in Two-part Bid:

Technical Bid through email to : technicalbid_hyd@bhel.in

Price bid through email to : pricebid_hyd@bhel.in

- 2.1.12 The tender documents may also be sent either by **Registered post / Speed Post / Courier** so as to reach on or before the said date and time. Part–A of tender form i.e. Techno-commercial Bid will be opened on 14:00 Hrs., the same day in the presence of the tenderers or their representative who are present for the tender opening. **Tenderers who qualify in the Techno-commercial Bid will be intimated to attend the tender opening of Part–B – Price bid.** Part – B i.e. price Bid will be opened in the presence of the tenderers or their representative who are notified to attend the tender opening.
- 2.1.13 For any further details required, Sr. Executive / C&PR, BHEL, Ramachandrapuram, Hyderabad-32 may be contacted in person or through Telephone No: 040-23182227, 040-23185105 or E-mail: mkdas@bhel.in or bhaskarcv@bhel.in
- 2.1.14 BHEL reserves the right to assess the capacity and capability of the parties. The company also reserves the right to accept or reject any or all the tenders or any part thereof at any stage of process without assigning any reason whatsoever. The company has no obligation to accept the lowest tender. Offer of the Tenderer if prima-facie found not comparable with the quantum of work envisaged and the bid is a desperate effort to be L1, then the offer is liable to be rejected. BHEL's decision in this regard shall be final and binding. BHEL reserves the right to reject the tender of bidder, who committed default and having bad track record in execution of previous contracts in BHEL. For the purpose of this clause default and bad track record means violation of labour laws (such as non-payment of wages within time, non-payment of ESI, PF contribution , payment of bonus) and backing out from contract after reverse auction or after receipt of PO / LOI / entering of agreement etc.,

2.1.15 **PRICE BID** - The tenderers are required to submit their quotation in percentage upto two decimals in the Price Bid format given along with the tender documents. The percentage should be quoted in the Price Bid, after careful study of the actual job requirement so that, in case the contract is awarded, contractor should not express any difficulty in execution of the contract. Price bid is to be put in a separate envelope.

2.1.16 **The Percentage Should be quoted in both, figures as well as in words.**

2.1.17 **DISCREPANCY IN WORDS & FIGURE QUOTED IN PRICE BIDS:**

- i) If, in the price structure quoted for the required goods / services / works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser 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 corrected accordingly.
- 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; and
- 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 of (i) and (ii) above.

If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.

2.1.18 BHEL reserves the right to award the contract to one or more contractors simultaneously as deemed fit at the initial stage or during the contract period.

2.1.19 BHEL reserves the right to reject any bid, which is technically unacceptable and unworkable. Further, BHEL also reserves the right to reject any or all tenders without assigning any reasons thereof.

2.1.20 BHEL reserves the right to cancel the contract at the initial stage or during the contract period without assigning any reason to the tenderer.

2.1.21 Wherever prescribed formats are specified for the tenderers use, he shall use the same for making his Claims.

2.1.22 Tender document should be complete in all respects.

2.1.23 Successful tenderers shall enter into an Agreement on stamp paper of Rs.200/- for having accepted the rates, terms and conditions of the contract as per the pro-forma given by BHEL within maximum four weeks of PO / LOI.

2.1.24 The Offers should be in full conformity with the terms and conditions of this tender. No extra conditions are acceptable. Incorrect and incomplete tenders are liable to be rejected. Tenders not submitted in the prescribed forms will be rejected.

Signature of contractor (with Name; Designation & Organization Stamp)

- 2.1.25 BHEL reserves the right to accept or reject any tender in part or full at their discretion without assigning any reason.
- 2.1.26 If a tenderer deliberately gives wrong information in his tender or creates conditions favorable for the acceptance of his tender, then BHEL reserves the right to reject such tender at any stage.
- 2.1.27 If the tenderer indulges in any unethical practice for securing the contract, the offer of such tenderer shall be rejected.
- 2.1.28 Any written communication required to be sent to the contractor in writing shall be sent at the address mentioned on the tender form or to any other address subsequently intimated by Contractor in writing to BHEL HPEP for the contract purposes or to his e-mail address.
- 2.1.29 The Company reserves the right to enter into parallel agreement with one or more contractor at their discretion.
- 2.1.30 BHEL Factory and Township are in notified area where photography is prohibited. Therefore, the photographs taken by the bidder shall **NOT**, in any case, be shared with any Third party.

SITE VISIT:

- a. Before quoting, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other prevailing conditions, position of materials and labour related procedures & practices. They should be well versed with BHEL General Conditions of Contract, Instructions to tenderers, drawings wherever applicable and specifications and all other documents which form part of the agreement to be entered into subsequent to award of work. The tenderers shall specially note that it is the tenderer's responsibility to provide any item which is not specially mentioned in the specification or drawing, but which is necessary to complete the work
- b. The tenderer/Bidder and any of his authorized personnel or agents will be granted permission by the BHEL to enter upon its premises and lands for the purpose of site visit. However, the bidder shall express condition that he, his personnel, and agents will be responsible against all liability in respect thereof, including death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.
- c. The Bidder should inform BHEL at least 2 days (time may be fixed in consultation with tender issuing authority) in advance about the proposed site visit. The Bidder, at his own responsibility and risk is encouraged to visit, inspect and survey the Site and its surroundings and satisfy himself before submitting his bid as to the form and nature of the Site, the means of access to the Site, the accommodation he may require, etc.
- d. In general, Bidders shall themselves obtain all necessary information. A Bidder shall be deemed to have full knowledge of the Site, whether he inspects it or not and no extra claims due to any misunderstanding or otherwise shall be allowed. The cost of visiting the Site shall be at the Bidders' own expense. Any deviations of information in the report and the actual site will not be the responsibility of the BHEL

3.0 PERIOD OF CONTRACT

- i) The contract shall be, initially, for a period of Two Years from the PO / LOI Date. The company reserves the right to extend the contract on mutually agreed terms and conditions.
- ii) **If the contractor fails to execute the contract, BHEL reserves the right to execute the contract through any other contractors at the risk and cost of the contractor and the company reserves the right to take appropriate action against the defaulted contractor.**
- iii) BHEL is at liberty to terminate the Agreement by giving 30 days' notice in writing.

4.0 FAILURE TO COMPLY WITH CONTRACT

Notwithstanding anything contained in any other clause, BHEL reserves the right to terminate the contract due to any failure on the part of the Tenderer in discharging his obligations under the contract or in the event of his becoming insolvent or going into liquidation. The decision of the BHEL about the failure on the part of the Tenderer shall be final and binding on the tenderer.

In case of any damage to the existing building, structures, materials, tools, furniture and fixtures, machines etc., caused from contractor's end directly or indirectly, the cost of its repairs or replacement will be recovered from the contractor. If there is any work stoppage in any area of the Plant due to the fault of the contractor, the contractor is liable to compensate the same.

In the event of any failure on the part of the tenderer, BHEL shall have the right without prejudice to any other right or remedies, to get the work done through any other agency and the Tenderer shall be liable to compensate BHEL for any losses on this account. The additional cost, loss, if any incurred by BHEL will be recovered from the bills, security deposits, other dues, directly from the Tenderer or by initiating appropriate legal action.

5.0 PAYMENT TO THE CONTRACTOR

The rates are fixed and firm throughout the entire period of the rate contract. PVC is not applicable. Bonus not applicable. ORC not applicable.

Normally, the periodicity of payment to the contractor shall be on a **calendar month basis**. The Contractor shall raise the bill for payment as per the contractual terms & conditions mentioned in the contract, which should be duly certified by the BHEL official in charge of the contracted work.

Following conditions shall be adhered strict during the contract period:

- a. In case there is fall in the achieved output vis-à-vis desired output, contractor is to be warned in two spells.
- b. If the unsatisfactory performance repeats, contract is liable to be short closed.
Penalty. For Delivery beyond 3 days will attract penalty @1% per week or part there of subject to a maximum of 10% of the Event Value. Penalty will be deducted along with applicable GST on Penalty amount.
- c. No payment will be made for submitting bad quality of Photographs/Videos.

6.0 SUB-CONTRACTING

The contractor shall not sub-contract or transfer or assign the contract in full or any part thereof to any other person or firm or company without the written approval of BHEL.

7.0 LAWS GOVERNING THE CONTRACT

The contract will be governed by the Laws of India for the time being in force and as amended or made from time to time.

- 7.1.1 All disputes shall be settled in accordance with the Laws of India for the time being in force and as amended from time to time.
- 7.1.2 All disputes arising out of or in relation to this contract or Agreement shall be settled by mutual discussions through Conciliation and in the event of failure of conciliation, such disputes shall be referred to Arbitration in accordance with the provisions of Arbitration and Conciliation Act, 1996.
- 7.1.3 All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the Unit. The award of the arbitrator shall be final and binding on both the Parties. The venue of the Arbitration shall be Hyderabad in India. The Award to be given by the Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Sangareddy Courts.
- 7.1.4 In case of any suit or other legal proceeding arising under this contract, the courts at Sangareddy (Sangareddy Dist.) only shall have the jurisdiction.

7.2 LEGAL JURISDICTION:

- i) In respect of all matters arising out of or pertaining to the contract, the cause of action thereof shall be deemed to have arisen only at RC Puram, Hyderabad, where BHEL - HPEP / BHEL PE&SD is situated. All legal proceedings pertaining to the above matters or dispute shall be instituted only in courts having territorial jurisdiction over the place where BHEL-HPEP / BHEL PE&SD is situated and no other court shall have the jurisdiction.

7.3 Taxes and Duties:

- a) GST as applicable from time to time. Document evidence to be submitted by the vendor.
- b) 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).

8-A TECHNICAL & PRICE BID APPLICATION

To,

Bharat Heavy Electricals Limited

H.P.E.P., RC PURAM,

HYDERABAD-32

Dear Sir,

I / We hereby offer to carry out the work '**Empanelment of Photo & Video Studios for Digital Colour Photographs and Videography**' against Tender Enquiry No. **HY/C&PR/P&V/2019/2705 DT 27.05.2019**. I / We have carefully perused all the documents connected with the above mentioned work and agree to abide with the same. I / We further agree to execute all the works referred to in the said documents as per the General terms and conditions.

Signature of Tenderer

Signature of contractor (with Name; Designation & Organization Stamp)

TECHNICAL BID - I**Details of the Contractor:**

a) Name and address of the Firm **(with Phone No's & E-Mail ID's)** :

b) Name and address of the proprietor **(with Phone No's & E-Mail ID's)** :

c) **Vendor Code in BHEL (if Registered)** :

d) Is any contract being operated under the Control of the tenderer in BHEL. Yes / No

(If yes, furnish the details) :

	<u>Location/ Address</u>	<u>Value</u>	<u>Date of Completion</u>
1.			
2.			
3.			
4.			

e) Is any relative of tenderer Employed in BHEL Yes / No

(If yes, furnish the detail)

Name	Staff no	Location / Area

Signature of the Tenderer

Date:

Signature of contractor (with Name; Designation & Organization Stamp)

9.0 DECLARATION BY TENDERER

I, -----, aged ----- Yrs., S/o -----, residing at -----

Hereby declare as follows:

- (i) That my nationality is _____.
- (ii) That I am a major and eligible to enter into contract / my firm / my company is competent to enter into an agreement.
- (iii) I shall employ only such personnel who have not been found unfit for employment in Organizations such as Central / state / Public undertaking by the Police Authorities.
- (iv) I shall not employ persons against whom Criminal cases are pending or under investigation.
- (v) I shall also not employ persons found guilty of offences involving moral turpitude for executing work in BHEL contracts.
- (vi) That there are no Criminal cases pending or under investigation against me or my firm or company.
- (vii) I have not been found guilty of offences involving moral turpitude nor any of the company directors / partners of my firm have been found guilty of offences involving moral turpitude.
- (viii) Neither myself nor my firm nor my company has been declared insolvent in the past.
- (ix) I have taken due care and efforts to furnish only information which are true in the tender document.
- (x) I shall employ labourers who are more than 18 years of age and having sound physical and mental health.
- (xi) I shall keep Photograph / identity proof / residential proof of the labourers to be employed against this tender and arrange for police verification.

[Signature with Name & seal of the Tenderer]

Date :

Place :

Signature of contractor (with Name; Designation & Organization Stamp)

ANNEXURE-I**Undertaking to be submitted by the tenderer:**

- a) We have read all the terms & conditions of this NIT and understood the total scope of work, technical requirements, commercial requirements, contract labor requirements(including minimum wages or applicable BHEL fair wage rate revised from time to time, whichever is higher, DA, bonus, over time payment etc. to be paid and EPF, ESI medical facilities, General Insurance etc. to be provided to contract workers at BHEL, Ramachandrapuram), health, safety & environment requirements, all legal obligations as per various Government Acts mentioned in tender and other relevant Acts generally applicable to this NIT, although not specified explicitly.
- b) We have the required technical and administrative competence, professional experience, financial capability to execute this contract successfully.
- c) We had visited the site where the works are to be carried out and understood the full scope of work and all techno-commercial and all legal obligations. Our company has the necessary establishment in & around Ramachandrapuram/Hyderabad/Secunderabad to successfully execute this contract. The list of contracts executed or being executed at BHEL, Ramachandrapuram and other places is enclosed herewith. The attested copies supporting experience certificates and work orders are also enclosed.
- or**
- We have not presently visited the site where the works are to be carried out. However we have carried out or carrying out, same or similar works at BHEL, Ramachandrapuram and our company has necessary establishment in & around Ramachandrapuram/Hyderabad/Secunderabad to successfully execute this contract. The list of contracts executed or being executed at BHEL, Ramachandrapuram and other places is enclosed herewith. The attested copies of the supporting experience certificates and work orders are also enclosed.
- d) All necessary clarifications and doubts, if any, were informed to M/s BHEL, Ramachandrapuram, in writing and satisfactory written replies were obtained.
- e) Our offer is submitted of our own free will, considering all above submissions and we have considered and factored in all risk factors in our techno-commercial offer and priced bid. We will execute this contract successfully, to the complete satisfaction of all stake holders (contract labourers employed by us, M/s BHEL, Statutory authorities etc.) involved.
- f) We will not enter into any dispute and will not back out from the contract with M/s BHEL, Ramachandrapuram, after accepting the work order/Letter of intent.
- g) We indemnify M/s BHEL, Ramachandrapuram from all extra costs, losses, litigations we may encounter with any entity, during or after execution of the contract.
- h) Our firm is not on banned list of any BHEL unit, any other public sector unit, and any state or central Government departments. None of our partners or directors or executives are serving or associated with banned firms in present or past.
- i) All the documents, certificates, statements are true and genuine, currently valid and will be valid during the contract period. Any statutory certificates, permits, licenses, exemptions etc. expiring during contract period will be renewed before due date, to ensure the contract terms & conditions are not violated.
- j) During execution of contract and thereafter, we shall not abet or indulge in any activity detrimental to the interests of BHEL.
- k) We are interested to have continued long term good business relations with M/s BHEL, Ramachandrapuram.

(Signature of authorized representative with stamp)

Place:**Name:****Date:****Designation:**

Signature of contractor (with Name; Designation & Organization Stamp)

ANNEXURE-II

// Tenderers to fill up the following sheet compulsorily //
Empanelment of Photo & Video Studios for Digital Colour Photographs and Videography

S No	Scope of work for Photography & Videography / Activity	Tenderers Remark as Agreed / Not agreed
1	Tenderer to Confirm that their firm is in a position to carry out the job technically and they need to submit references of jobs executed in the past preferably in the previous rate contract.	
2	For Photography: The L1 offer shall be decided item wise individually as per rate offered for 1 st copy Evaluation of tender will be done on overall basis for the 1 st copy including cost of 2 Sets of DVD and one set of printed photographs with albums. The tenders should however, offer rate for extra copy. The rate of extra copy shall be binding on the supplier for 2 years.	
3	Distribution of work will be made on L1 basis individually during the contact period of two years and also on the basis of performance.	
4	One set of printed Photographs with albums should be supplied along with 2 sets of DVD's. Cost of albums and DVD's to be included in the quoted percentage.	
5	Date & Time of photography along with number of snaps shall be indicated in advance by C& PR Department.	
6	<p>For Videography: 1) Call sheet: A full call sheet as per our terms will be for 5 to 8 hours, likewise a half call sheet will be for time upto 5 hours, one and a half call sheet will be for time more than 8 hrs. and up to 12 hours (half call sheet up to - 5 hrs., one call sheet –above 5 hrs. to 8 hrs., and one & half call sheet – above 8 hrs. to12 hrs.).</p> <p>2) Grace period: Over and above the specified, 30 minutes for full call sheet, 5 minutes for half call sheet and 45 minutes for one and half call sheet will be taken as grace period without any cost.</p> <p>3) Scrutiny: Since the rates are as per hours of the call sheet, the timing will be strictly scrutinized by C&PR department.</p> <p>4) Re-shoot: Re-shooting in the event of unsatisfactory result due to equipment failure or any other reason than natural calamity etc. will have to be done by the videographer at their cost, all inclusive, whatsoever, it may be.</p> <p>5) Coverage Rights: The video shoot / coverage will be property of BHEL and cannot be used for any other purpose unless and otherwise authorized in writing by BHEL.</p> <p>6) First copy of DVD to be supplied at free of cost after completion of the event.</p> <p>7) Date & time of videography along with call sheet shall be indicated by C&PR department.</p>	

Signature of contractor (with Name; Designation & Organization Stamp)

7	Delivery Period: Normally 2 to 3 days from the date of event. However, in case of emergency, the delivery should be made within 4 hours.	
8	Payment Terms: Within 30 days from the date of submission of Invoice at BHEL, complete in all aspects.	
9	The rates indicated in the rate card should be firm without any escalation clause during the tenure of the contract.	
10	The invoice should contain details like PAN, GST registration Nos. etc.	
11	Penalty: For Delivery beyond 3 days will attract penalty @1% per week or part there of subject to a maximum of 10% of the Event Value. Penalty will be deducted along with applicable GST on Penalty amount. For Bad Quality: No payment shall be made towards the bad quality photographs and videos.	
12	The rate contract shall be valid for a period of two years from the date of issue of PO / LOI.	
13	BHEL Ramachandrapuram reserves the right to terminate the contract at any time without assigning any reasons.	
14	The offers with inadequate information / additional information shall be rejected.	
15	Payment shall be made only for the photographs/videos of good clarity & quality of the event.	
16	Evaluation of L1 Bidder and Work Split: (1) Evaluation will be done item wise i.e. L1 for Photography and L1 for videography will be evaluated separately; (2) In case of tie i.e. there are two or more L1s, a snap bid will be called for from the same two or more L1s and the lowest bid between them will be treated as L1 bid, which will in turn be counter offered to L2, L3.... (Up to N-1 technically qualified bidders). If after the snap bid, still there is a tie then a lottery will be taken for deciding upon L1 for giving preferential treatment in allocation of work; (3) The successful bidders will be limited to N-1 technically qualified bidders.	
17	Total Work will be distributed amongst all the vendors by giving them equal opportunity.	
18	BHEL reserves the right to eliminate a vendor if he does not respond to more than 3 calls for an event continuously.	

// Tenderers to fill up the following sheet compulsorily //
Empanelment of Photo & Video Studios for Digital Colour Photography & Videography

S No	General Information	Tenderers to Write
1	Experience in the field (In Years)	
2	Facilities available	
3	Equipment handled	
4	Major events covered in the past	
5	No of employees engaged	
6	Annual turnover	

Signature of contractor (with Name; Designation & Organization Stamp)

ANNEXURE-III**PRICE BID****1) SCHEDULE OF WORK WITH BHEL ESTIMATE for PHOTOGRAPHY**

S No.	Category of Photographs	QTY (No's)	Estimated Rate (in Rs)		Estimated Value (in Rs)
			First Copy	Extra Copy	
1	Passport size (for set of 8 photographs)	50	43.20	21.60	2,160.00
2	4" X 6" Size	50000	23.76	12.96	11,88,000.00
3	8" X 6" Size	1600	98.19	68.72	1,57,104.00
4	8" X 12" Size	500	140.44	107.99	70,220.00
5	12" X 32" Size	50	647.96	539.96	32,398.00
Total Estimated value (Inclusive of all Taxes)					14,49,882.00

The bidders are required to quote their rate percentage (%) on overall on estimated value in figure and word herein below:

RATE %	IN FIGURE	IN WORD
EXCESS		
LESS		
AT PAR		

2) SCHEDULE OF WORK WITH BHEL ESTIMATE for VIDEOGRAPHY

Sl.No.	Category of Videography	QTY (Nos)	Estimated Rate (in Rs)	Estimated Value (in Rs)
1	Full call sheet (Above 5hrs upto 8 hrs.)	20	5,075.65	1,01,513.00
2	Half call sheet (up to 5 hrs.)	50	3,725.75	1,86,287.50
3	One and half call sheet (Above 8 hrs. up to 12 hrs.)	10	7,559.48	75,594.80
4	Recording of events from TV to DVD	10	539.96	5,399.60
5	DVD first copy (to be provided free of cost)			
6	DVD extra copy	40	98.18	3,927.20
Total Estimated. value (Incl. of all Taxes)				3,72,722.10

NOTE: Estimated unit Rates & Estimated Values are inclusive of all Taxes. (Excluding GST)

Signature of contractor (with Name; Designation & Organization Stamp)

The bidders are required to quote their rate percentage (%) on overall on estimated value in figure and word herein below:

RATE %	IN FIGURE	IN WORD
EXCESS		
LESS		
AT PAR		

Note: The rates in the above two schedules shall be valid for 120 days from the date of opening the Technical Bid.

Signature of contractor (with Name; Designation & Organization Stamp)