

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

**Procurement of Horticulture items for BHEL Township,
Sector – 17, Noida.**

NIT No. 20: AA:NOI:ADMN.:Horti:112:2020-21

Dated: 17-11-2020

CONTENTS

- Notice Inviting Single Tender
- Date for Opening of Tender:- 18 .11.20 at 1630 hrs



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Bharat Heavy Electricals Ltd.

सम्पदा कार्यालय, सेक्टर- १७, नोएडा – २०१ ३०१) उ.प्र.(, भारत
BHEL Township: Estate Office, Sector-17, Noida-201301 (UP) INDIA
फोन) का (/ Tel: 3070961,3070962

TENDER DOCUMENT

Last date of Submission of Sealed Tender at Estate Office: 18.11.2020 at 1600 hrs.

Date of opening of Tender: 18.11.2020 at 1630 hrs.

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

To

M/s. Kushwaha Nursery,
Sector-45, Noida-201301.

Subject: Supplying of horticulture items for BHEL Township, Sector – 17, Noida.

Dear Sir,

We are pleased to invite your most competitive offer for supplying of subject items in BHEL Township, Sector-17, Noida as per following T & C's:

PRICE BID

S. No.	NAME OF PLANTS	Unit	QTY.	RATE	GST %	Rate inclusive GST	TOTAL
1	VERBENA	Each	100				
2	GULDAVRI DOUBLE WITH POT	Each	80				
3	GENDA JAFRI WITH POT	Each	40				
4	MIRCH	Each	18				
5	PITONIA	Each	370				
6	VERMI COMPOST MANURE 50KG	Each	3				
7	ANTHURIUM	Each	5				
8	ORCHID	Each	3				
9	MOSS STICK 3'	Each	2				
10	PENTAS	Each	3				

(Signature & seal of the bidder)

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11	AGJORA DROP	Each	7				
12	POINSETTIA PINK/RED	Each	20				
13	JARBERA 8"	Each	12				
14	MADHUAMNI 8"	Each	3				
15	SAPLERA 8"	Each	6				
16	COKOPIT BRICK 5KG	Each	10				
17	DOG FLOWER WITH POT	Each	20				
18	GENDA HYBRID WITH POT	Each	180				
19	DENTHUS	Each	180				
20	GENDA NORMAL SEEDLINGS	Each	100				
21	SALVIA	Each	120				
22	PANJEE SEEDLING	Each	100				
23	CERAMIC POT 12"	Each	8				
24	CERAMIC POT BUDDHA 13"	Each	2				
25	CERAMIC POT TULSI 14"	Each	2				
26	CERAMIC POT DUCK 13"	Each	2				
27	CERMAIC POT DOLL 12"	Each	2				
28	CERAMIC POT CAT	Each	2				
29	CERAMIC POT DOG	Each	2				
30	CERAMIC POT BUDDHA M	Each	2				
31	CERAMIC POT FISH	Each	2				
32	CERAMIC POT DUCK/BUDHHA	Each	4				
33	CERAMIC POT ELEPHANT	Each	13				
34	SINGONIUM MIX	Each	12				
35	SECULANT WITH POT	Each	1				
36	AGLONIMA	Each	1				
37	GLANCHU	Each	5				
38	BALSAM	Each	5				

(Signature & seal of the bidder)

39	EROKERIA	Each	2				
40	GUDHAL	Each	3				
41	KALETHIA	Each	2				
42	RUBBER PLANT	Each	2				
43	PVC HANGING BASKET WITH PLANT	Each	20				
44	BEGAN	Each	10				
45	AGLONEMA PINK	Each	6				
46	NATURAL COWDUNG MANURE	Lorry	1				
47	CARTAGE	Lumsum	2				
48	Total Amount						
49	Amt. in Words:						

A. PRE- QUALIFYING REQUIREMENT:

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 No.**
- 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-C)

B. SPECIAL CONDITIONS:

1. All the items should be of good quality.
2. The description/specifications of all the items are mentioned in price bid along with the description of each item. The items deviating from the specification mentioned in the price bid will be rejected.

3. All the items to be supplied should be of the Type as mentioned in the Price Bid.

C. GENERAL TERMS AND CONDITIONS:

1. The NIT No. & due date of opening must be legibly super scribed on the envelopes.
2. BHEL takes no responsibility for any delay/ loss of documents or correspondences sent by courier/ post.
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 last date of submission.
5. Price shall be quoted as per enclosed 'Price Format' only. Prices of the individual item not filled in Price Format' are likely to be rejected.
6. The rate should be indicated in words. 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. **EVALUATION CRITERIA :-** Price quoted should be inclusive of all the applicable charges, cartage/ freight etc. However, rates of GST should be indicated separately (if applicable).
8. If any information/documents submitted by the contractor are found false/fake at any stage, the tender will be cancelled.
9. **CORRECTION OF ARITHMETIC ERRORS:** Provided that the bid is substantially responsive, BHEL shall correct arithmetical errors on the following basis:
 - a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the BHEL there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected.
 - b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected.
 - c) In case, total price indicated in price bid does not match with the total of item wise breakup, the highest price so calculated shall be considered for evaluation but in case of order, the same shall be placed at the lowest price.
 - d) If any bidder does not accept the correction of errors, their bids will be disqualified.
10. **INSPECTION:** The inspection of materials will be carried out at the destination/ BHEL Township Sector-17 by the BHEL Inspecting Officer.
11. **QUANTITY VARIATION:** Quantity may be increased by 10% of individual item order value. However, the quantity of material may be reduced up to any extent as per the decision of BHEL.
12. **DELIVERY SCHEDULE:** Full quantity of each and every item will be delivered within **15 days** from placement of Purchase Order(s).
13. **TERMS OF PAYMENT, TAXES & DUTIES.**
 - a) No advance payment or the payment for mobilization of work will be made to the contractor.
 - b) Running bills payment (If demanded by contractor) against the work executed shall be made to the contractor. However only one running bill will be accepted in a month.
 - c) The payment of final bill will be made only after obtaining certificate of satisfactory completion

of the work by the Engineer-in-Charge, clearance of the site & clearance of all the liabilities on contractor's part. No claim will be entertained after signing the final bill.

- d) Bills raised by the Contractor shall be certified by the official in-charge of BHEL and the payments will be made against running/final bill excluding GST, within 30 days by NEFT/RTGS from the date of receipt of in discrepant bill subject to conditions mentioned below. The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
- e) The contractor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
- f) All payment will be subject to deduction of taxes at source as per rules.
- g) Goods and Services Tax (**GST**) shall be payable after submission of GST compliant tax invoices by vendors/contractors for whom GST is applicable & once the same is visible in credit of BHEL account.
- h) The bidder must quote his rates considering benefits of GST including Input Tax credit in the quoted price if GST is applicable.
- i) If GST is applicable to the contractor, then the contractor shall submit GST compliant Tax invoice containing all the particulars as stipulated under Invoice Rules of GST Law. Such invoice shall be submitted within prescribed time limit in the name of respective BHEL Unit/Office/Region as instructed by BHEL.
- j) The contractor has to submit their GST registration certificate, if applicable to respective BHEL Unit/Office/Region. GSTIN of BHEL will be provided to the contractor by respective office of BHEL.
- k) Any statutory changes as and when made applicable by the Government shall become applicable against documentary evidence.
- l) Payment to the contractor will be subjected to TDS as per rules in force from time to time. The Tax Deduction at Source (TDS) shall be done as per the provisions of Income Tax Act and GST as applicable, as amended from time to time and a certificate to this effect shall be provided to the contractor by BHEL.
- m) Contractor shall have to ensure compliance under GST law for time being force and in case any loss occurs to BHEL due to non-compliance, it shall be to contractor's account.

14. **L.D. FOR DELAY IN SUPPLY**: In case of material is not supplied as per the delivery schedule, a penalty of ½% of value of undelivered portion, per week of delay or part thereof subject to maximum of 10% of the undelivered value will be deducted as L.D. However, the extension of time for supply of material may be granted by BHEL where delay is not attributable to the vendor.
15. **RISK CLAUSE**: In the event the supplier has failed to deliver or dispatch whole of the materials or any part within the time stipulated or if the same were not available in his stock, the best and the nearest available substitute thereof may be purchased/arranged by BHEL from elsewhere at the risk and the cost of the vendor. The purchaser at his option will be entitled to terminate the contract and vendor shall be liable for any loss which the BHEL may sustain by reason of such risk purchases.
16. **REJECTION**: On inspection, if the material is not found as per the specification or any item is found damaged the same shall be rejected. In case of rejection of materials, no payment will be made for the rejected materials. It will be the responsibility of vendor to dispose of the rejected materials at its

own cost from BHEL's works within one month after rejection of materials. After the expiry of one month no claim/ correspondence will be entertain for the rejected materials.

17. **LOADING & UN-LOADING**: The loading of the Items and unloading at BHEL store shall be in the scope of vendor.
18. 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.
19. **RECOVERY FROM THE VENDOR**: Whenever under the contract, any sum of money shall be recoverable from or payable by the vendor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or he shall pay the claim on demand without any terms & conditions.
20. **POST TECHNICAL AUDIT OF SUPPLY AND BILLS**: BHEL reserves the right to carry out a post payment audit and technical examination of the supply and the bills including all supporting vouchers, abstracts etc. and to enforce recovery of any sums becoming due as a result thereof in the manner provided into the proceeding sub-paragraph provided however, that no such recovery shall be enforced after three years of passing the final bill.
21. **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.

(Varun Kumar Garg)
Dy. Manager (HR-TAX)
On behalf of "BHEL"

ANNEXURE - A

DECLARATION

I / We, do hereby declare that there is no case with the Police/Court/Regulatory authorities against the proprietor/firm/partner. Also I/We have not been suspended / delisted / blacklisted by any other Govt. Ministry / Department/Public Sector Undertaking/ Autonomous Body/Financial institution/Court. We also certify that either our firm or any of the partners are not involved in any scam or disciplinary proceedings settled or pending adjudication

(Signature & seal of the bidder)

Place:

Date:

(Signature & seal of the bidder)

ANNEXURE - B

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 supplied the material mentioned in this tender enquiry

(Signature & seal of the bidder)

(Signature & seal of the bidder)

ANNEXURE: C**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 cancelled cheque for verification of above bank details.

(Signature & seal of the bidder)

(Signature & seal of the bidder)