



BHEL, BHOPAL

PRODUCT STANDARD

PROJECT DIVISION

PDX 03 044

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TERMS & CONDITIONS

REV 00

NIT No. PDX/MM&SC/EOI-2010/T-02

SUB: Expression of interest for pre-bid tie up for operation and maintenance of 3x4 MW Serlui-B small hydro power plant at Serlui, Mizoram.

1.0 INTRODUCTION -

1.1 About BHEL :

Bharat Heavy Electricals Limited (BHEL) is a premier engineering and manufacturing organisation who offers a wide spectrum of products and services to the core infrastructure sectors of Indian economy viz. Power Generation, Transmission, Industry, Transportation and Renewable Energy. BHEL has been in this business for more than five decades now. In India, BHEL has 14 Manufacturing units, 4 power sector regions, 8 service centers and 15 regional offices besides host of project sites spread all over India and abroad. BHEL-supplied equipments account more than 65% of the total installed power generating capacity in India and contribute approximately to 73% of the total power generation in the country. More details about BHEL and the products and services can be found on our Website.

BHEL has acquired certifications to the Quality Management Systems (ISO 9001), Environmental Management Systems (ISO 14001) and Occupational Health & Safety Management Systems (OHSAS 18001) and is well on its journey towards Total Quality Management.

1.2 About Project Division (PDX) :

Project Division, BHEL Bhopal is serving to different customer by providing total engineering solutions and execution of works as per details given below –

- 1.2.1 R&M/Up-rating of Thermal Power Plants by taking up supplies and services mainly in the area of BOP and Electrical Systems and associated civil works of Thermal Power Plants.
- 1.2.2 Setting up of small hydel power projects on EPC basis.
- 1.2.3 Setting up of DG Power Projects on EPC basis.

2.0 DESCRIPTION OF JOB

This expression of interest is invited for empanelment of the competent parties with whom pre-bid tie up can be made for execution of operation and maintenance of 3x4 MW Serlui-B small hydro power plant at Serlui, Mizoram for an initial period of 12 months.

- 2.1 Only those bidders who are technically and financially capable to take up aforesaid works and who fulfil the qualification criteria given below are eligible to submit their offer against this expression of interest.

Prepared by

R.K.Mundra

Approved by

C.P.Jaiswal

Date of Issue .

25.10.2010



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3.1 The bidder should have the experience of successful execution of Operation and Maintenance of small hydro power plant of at-least one set of hydro turbine of minimum 2 MW rating during past seven years ending 30.09.2010.

OR

The bidder should have the experience of successful execution of Erection & Commissioning of Electro-mechanical works of Hydro Power Project of at-least one set of hydro turbine of minimum 2 MW rating during past seven years ending 30.09.2010.

3.2 The bidder should have average annual turn over not less than Rs. 50.00 Lacs during last three financial years ending 31st March, 2010.

3.3 The bidder should have the experience of working in North Eastern states.

Note:

- 1. The above-mentioned criteria should be met by the bidder himself or his Principal or wholly owned subsidiary.**
- 2. The bidder is required to submit necessary documentary evidence in support of each of the above qualifying criteria.**

4.0 SCOPE OF WORK: The scope of work consist of following –

- 4.1** Operation & Maintenance of all equipments of all units in power plant at Serlui-B SHP including 3x4 MW TG Set, Governor System, Oil Purifiers, Dewatering Pumps, Fire Fighting System, Illumination, Ventilation, Workshop Equipments, DT Gates etc. in accordance with the prudent utility practice.
- 4.2** The periodicity for O&M shall be initially for 12 months with a provision for further extension if required on back to back with customer.
- 4.3** Commercial generation of electricity in synchronized mode with grid as well as in isolated mode in case of grid failure.
- 4.4** Providing all services necessary to operate and maintain the power plant efficiently, maximize the availability of power plant, optimize the useful life of power plant etc.
- 4.5** Operation and maintenance of all equipments of all units in power house including operation of gates as and when required.
- 4.6** Operation of the power plant in accordance with the operation & maintenance manuals of the equipment.
- 4.7** Operation of the power plant in accordance to the requirement of BHEL / Power & Electricity Department, Govt of Mizoram.
- 4.8** Maintenance of the equipment and carry out repair and preventive maintenance in accordance with the recommendations of the equipment manufacturer.
- 4.9** Providing requisite numbers of qualified (if required licensed) personnel to perform the services.
- 4.10** Providing tools / tackles, instruments necessary for operation & Maintenance.
- 4.11** To maintain operating logs, records indicating power output, power plant availability and operating data.
- 4.12** To maintain office, store, house keeping and security of the power plant.
- 4.13** To maintain and keep in readiness fire protection system and safety equipment or the power plant, engineer's office, store.
- 4.14** Preparation of Annual operation plan and submission to owner for approval.
- 4.15** Engagement / absorption of local skilled / unskilled manpower as may be necessary with the permission of P&E Department.
- 4.16** Training of owner's personnel for in operation & maintenance of power plant.



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5.00 OWNER'S RESPONSIBILITY -

Owner of the power plant will provide following:

1. Maintenance of civil structures including painting, white washing, any kind of repairs whenever felt necessary.
2. Maintenance of structures like dam, spillway tunnel, intake gate, trash rack, surge shaft, power tunnel, tailrace etc.
3. Routine maintenance of approach road up to Power house.
4. Routine maintenance of 33 KV power evacuation line from power house to Bawktlang sub-station.
5. Maintenance of switchyard.
6. Providing spares, consumables free of cost for Operation & Maintenance.
7. Providing necessary communication system.
8. Providing DG set along with required diesel and oil for its running.
9. Providing free accommodation for O & M staff.
10. Providing water and electricity for O & M staff.

6.0 SUBMISSION & EVALUATION OF THE OFFER:

6.1 The offer should contain documents in the same order as listed below and should be submitted in a sealed envelop -

- i) Covering letter as per Annexure "A"
- ii) Check List as per Annexure "B"
- iii) List & details of works executed and under execution as per Annexure "D".
- iv) Financial Viability Statement as per Annexure "C".
- v) List of available technical manpower
- vi) List of Tools and Plants available
- vii) An attested copy of the Power of Attorney, in case an individual other than the sole Proprietor signs the tender
- viii) This bid document, each page signed and stamped with all tables/Declaration forms/information sheets (Annexure A to Annexure H) duly filled in legible writing
- ix) Type of Firm with supporting documents
 - a) IN CASE OF AN INDIVIDUAL: His full name, experience, address and nature of business.
 - b) IN CASE OF PARTNERSHIP FIRMS: The names of all the partners with addresses and their experience. A copy of the partnership deed/ Instrument of Partnership duly certified by a Notary Public shall be enclosed.
 - c) IN CASE OF COMPANIES: Date and place of registration including date of commencement certificate in case of public companies and the nature of business carried on by the Company. Certified copies of memorandum and Articles of Association are also to be furnished. Also indicate names, addresses and experience of the Directors.
- x) Copy of PAN card
- ix) Copy of Service Tax Registration

6.2 Top of the envelop should contain following information :

1. NIT No. & Title of Work
2. Bid Opening date & time
3. Address/Venue of Bid Submission
4. Bidder's Name & Address



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- 6.3 The bid is to be submitted on due date and time as indicated in NIT.
- 6.4 The bidder has to ensure that the their offer is submitted on or before the time & date specified in NIT & should be dropped in the tender box (Green Colour) available in tender room at Ground Floor, Administrative Building.
- 6.5 The venue for submission of offer is as below –
**TENDER ROOM,
GROUND FLOOR,
ADMINISTRATIVE BUILDING,
PIPLANI, BHEL BHOPAL – 462022**
- 6.6 Tenders received after 1100 hours on the date of submission as per NIT or its amendment will be treated as **"LATE TENDER"** and the same shall not be considered under any circumstances.
- 6.7 Offers received against this EOI shall be evaluated strictly in accordance with the qualifying requirements and accordingly the empanelment of the parties shall be made.
- 6.8 **Parties so empanelled shall be issued sample BOQ and other relevant details for submission of their financial bid. These financial bid shall be opened 'IN CAMERA'. Sample BOQ issued will be for the purpose of ascertaining L1 and the same may differ from the true project BOQ later.**
- 7.0 PROCEDURE FOR ENTERING IN TO MOU:** BHEL shall enter into an MOU with L1 bidder for pre-bid tie up with a condition that the work will be awarded to L1 bidder in case BHEL gets the order from the customer. MOU shall contain following provisions –
- 7.1 All major terms and conditions to be included in the contract.
- 7.2 In the event of price reduction during negotiation by BHEL with the customer, corresponding reduction shall also be offered by the bidder.
- 7.3 Major terms & conditions such as acceptance of LD/Penalty, guarantee/warranty, payment terms including advance if any etc. shall be on back to back basis. **Please note that the Payment to bidder shall be released only after receipt of payment by BHEL from customer.**
- 7.4 Variations in financial commitments quantified against additions, deletions and changes in scope of works, and services preferably identifying them against bills of materials, rate per unit of services.
- 7.5 Adequate safeguards regarding requisite technical parameters, guarantee requirements along with appropriate clauses for alteration in prices in case deviation from the stipulated technical parameters.
- 7.6 Within 30 days of signing of MOU, 1% of the value of the MOU shall be furnished by the contractor as bid-bond in the form of Bank Guarantee or Security Deposit etc. in order to ensure the contractor's continued association and linkage with BHEL till the prospective customer finalise the tender (Refer standard format at Annexure "E" for submission of BG).
- 7.7 MOU will be converted into a contract on receiving the firm order from the customer without any major deviations/financial implications keeping in view the spirit of the MOU and without again going through the tender procedures (Refer standard format at Annexure "F" for Contract).



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8.0 OTHER TERMS & CONDITIONS:

- 8.1 The acceptance of Tender will rest with BHEL which does not bind itself to accept the lowest tender or any tender and reserves to itself full rights to reject any or all the tenders.
- 8.2 BHEL will not be bound by any Power of Attorney granted by the tenderer or by changes in the composition of the firm made subsequent to the execution of the contract. BHEL may, however, recognise such Power of attorney and changes after obtaining proper legal advise, the cost of which will be chargeable to the contractor concerned.
- 8.3 If the tenderer deliberately gives wrong information in his tender, BHEL reserves the right to reject such tender at any stage or to cancel the contract, if awarded and forfeit the Earnest Money / Security Deposit / any other moneys due.
- 8.4 Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the Contractor who resorts to canvassing are liable to be rejected.
- 8.5 Should a tenderer or, in the case of a firm or Company, its Partner(s) / major shareholder(s) / Director(s) have relation(s) employed in BHEL, the authority inviting tender shall be informed of the fact along with the offer. Otherwise, BHEL may at its sole discretion, reject the tender or cancel the contract and forfeit the Earnest Money / Security Deposit.
- 8.6 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.
- 8.7 The bidder should not have any litigation history with any of the customer. The bidder is required to give self certification for the same.
- 8.8 The bidder should meet statutory requirements of Central/state Govt. like Provident Fund Number, Service Tax Registration Number and Permanent Account Number as applicable.



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ANNEXURE "A"

OFFER OF THE BIDDER

AGM(PDX)
PROJECT DIVISION
BLOCK-VII ANNEXE, GR. FLOOR
BHEL, PIPLANI, BHOPAL – 462022

Dear Sir,

I/We here by offer to carry out the work detailed in Tender Specification No. (NIT No.) PDX/MM&SC/EOI-2010/T-02 issued by Bharat Heavy Electircals Limited BHOPAL in accordance with the terms and conditions there of.

I/We have carefully perused the following listed documents connected with the above work and agree to abide by the same.

1. Terms & Conditions
2. Technical Specifications

I/We have deposited / forwarded here with the Empanelment Fee and Earnest Money deposit. Details of Empanelment Fee and EMD payment are furnished in the check list.

Should our offer be accepted, I/We further agree to deposit the required amount of Security Deposit for the work as provided for in the tender specification with in the stipulated time as may be indicated by BHEL BHOPAL.

I/We further agree to execute all the works referred to in the said documents upon the terms and conditions contained or referred to there in and as detailed in the appendices annexed there to.

Signature of the Bidder
Address

PLACE :
DATE :



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NOTE : - Bidder shall fill in the following details and no column should be left blank.

A.	GENERAL PARTICULARS	
1.	Name & Address of the Bidder	
2.	Fax / Email Address	
3.	Phone No. (Office)	
4.	Bidder's proposal No. & date	
5.	Whether Empanelment Fee submitted (By cash / Bank Draft) Please give details.	
6.	Financial status as per Annexure “C”	Yes / No
7.	Detail of Work Executed / under execution as per Annexure “D”	Yes / No
8.	PAN No. Photocopy enclosed	Yes / No (PAN NO. -----)
9.	Service Tax Registration No. if applicable photocopy enclosed	
10.	Attested copy of power of attorney in case an individual other than the sole proprietor signs the tender	Yes / No
11.	Details about type of the firm with relevant supporting document	Yes / No

Signature of the Bidder with seal



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1. Owner's capital in the business (in case of partnership, please mention percentage shares and amounts) Rs.
2. Quantum of business done during the
t Three financial years
2009-10 Rs.
2008-09 Rs.
2007-08 Rs.
3. Value of fixed assets of the businesses in last three financial years
2009-10 Rs.
2008-09 Rs.
2007-08 Rs.
4. Guarantee limits (if any) enjoyed by the firm Rs.
5. Over draft limits (if any enjoyed by the firm) Rs.
6. Please enclose audited profit and loss account and balance sheet for last 3 years (indicate no. of sheets)
7. Certificate from Scheduled Bank to prove contractor's financial capacity to undertake the work duly indicating the financial limits the bidder enjoys.

Note:-

1. All the above documents should be duly certified by auditors / Bank as may be applicable.

Name & signature of the bidder
(seal)



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ANNEXURE – “D”

INFORMATION OF SIMILAR JOBS EXECUTED / IN PROGRESS IN PAST

Sr.No.	Agency by whom awarded with name & contact no. of concerned person	Particulars of the works awarded	Work Order No. with Date	Work Order value	Date of completion / As on date Status

Name & signature of the bidder

(Seal)



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Page 10 of 14**REV. 00****ANNEXURE – “E”****AGREEMENT****(To be issued in appropriate valid non –judicial stamp paper issued from State of Madhya Pradesh)**

THIS AGREEMENT MADE THIS..... DAY OF 200.... Between BHARAT HEAVY ELECTRICALS LIMITED, Bhopal (A Government of India Enterprise) a Company incorporated under the Companies Act 1956, having its registered office at BHEL House, Siri Fort, New Delhi – 110 049 (hereinafter called BHEL) of the ONE PART

AND

.....
..... (hereinafter called the `Contractor') of the SECOND PART.

WHEREAS M/s state that they have acquired and possess extensive experience in the field of and whereas in response to an Invitation to Tender No..... dated issued by BHEL for the execution of the Contractor submitted their offer dated..... And whereas BHEL has accepted the offer of the Contractor on terms and conditions specified in the Letter of Intent No..... dated..... Read with the reference cited therein.

THIS AGREEMENT WITNESSESS AND it is hereby agreed by and between the parties as follows:

That the Contractor shall execute the work of and more particularly described in Tender specification (hereinafter called the said works) in accordance with and subject to terms and conditions contained in these presents, Instructions to Tenderers, General Conditions of Contract, Special Conditions, annexures, Letter of Intent dated and such other instructions, drawings, specifications given to him from time to time by BHEL.

The Contractor is required to furnish to BHEL Security Deposit in the forms of cash/approved securities / Bank Guarantee valid upto for a sum of Rs..... (Rupees) towards satisfactory performance and completion of the Contract.

The Contractor has furnished a Guarantee bearing No..... Dated for a sum of Rs..... (Rupees.....) executed by Bank in favour of BHEL towards Security Deposit valid up to..... (The Contractor has furnished to BHEL an initial Security Deposit of Rs..... in cash /Approved Securities/BG for Rs..... And has agreed for recovery of the balance security deposit by BHEL..... @ 10% of the value of work done from each running bill till the entire security deposit is recovered).

The contractor hereby agrees to extend the validity of the Bank Guarantee for such further period or periods as may be required by BHEL and if the contractor fails to obtain such extension (s) from the Bank, the contractor shall pay forthwith or accept recovery of Rs..... from the bills in one instalment and the Contractor further agrees that failure to extend the validity of the Bank Guarantee or failure to pay the aforesaid amount in the manner specified above shall constitute breach of contract. In addition to above. BHEL shall be entitled to take such action as deemed fit and proper for recovering the said sum of Rs.....

That in consideration of the payments to be made to the contractor by BHEL in accordance with this Agreement the Contractor hereby convenience and undertakes with BHEL that they



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shall execute, construct, complete the works in conformity, in all respects, with the terms and conditions specified in this Agreement and the documents governing the same.

That the Contractor shall be deemed to have carefully examined this Agreement and the documents governing the same and also to have satisfied himself as to the nature and character of the works to be executed by him.

That the Contractor shall carry out and complete the execution of the said works to the entire satisfaction of the Engineer or such other officer authorised by BHEL, within agreed time schedule, the time of completion being the essence of the Contract.

That BHEL shall, after proper scrutiny of the bills submitted by the Contractor, pay to him during the progress of the said works such sum as determined by BHEL in accordance with this Agreement.

That this Agreement shall be deemed to have come into force from the date on which the letter of intent has been issued to the Contractor.

That whenever under this contract or otherwise, any sum of money shall be recoverable from a payable by the Contractor, the same may be deducted in the manner as set out in the General Conditions of Contract or other conditions governing this Agreement.

That all charges on account of Octroi, Terminal and other Taxes including sales tax or other duties on material obtained for execution of the said works shall be borne and paid by the Contractor.

That BHEL shall be entitled to deduct from the Contractor's running bills or otherwise Income Tax under Section 194(C) of the Income Tax Act, 1961.

That BHEL shall be further entitled to recover from the running bills of the contractor or otherwise such sum as may be determined by BHEL from time to time in respect of consumables supplied by BHEL, hire charges for tools and plants issued (where applicable) and any other dues owed by the contractor.

That it is hereby agreed by and between the parties that non-exercise, forbearance or omission of any of the powers conferred on BHEL and/or any of its authorities will not in any manner constitute waiver of the conditions here to contained in these presents and the liability of the Contractor with respect to compensation payable to BHEL or Contractor's obligations shall remain unaffected.

It is clearly understood by the between the parties that in the event of any conflict between the Letter of Intent and other documents governing this Agreement, the provisions in the letter of intent shall prevail.

The following documents:-

- (a) Invitation to Tender No..... and the documents specified therein
- (b) Contractor's Offer No..... date.....
- (c) Letter of Intent No..... date
- (d)

shall also form part of & shall govern this Agreement.

IN WITNESS HEREOF, the parties hereto have respectively set their signature in the presence of:

(CONTRACTOR)

to be signed by a person holding a valid Power of Attorney

For and on behalf of Bharat Heavy Electricals Ltd, Bhopal

WITNESS: -

- 1.
- 2.



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(To be issued in appropriate valid non-judicial stamp paper of appropriate value
from any of our consortium bank as per Annexure “G”)**

In consideration of the Bharat Heavy Electricals Limited, having its registered Office at BHEL House, Siri Fort, New Delhi (hereinafter called BHEL), having agreed to exempt (hereinafter called “the said Contractor (s)” from the demand, under the terms and conditions of the Agreement dated made between BHEL and for (hereinafter called “the said Agreement”) of Security (name of work) deposit for the due fulfilment by the said contractor(s) of the terms and conditions contained in the said Agreement, on production of a bank guarantee for Rs..... (Rupees Only) We at the

(indicate the name of the Bank)

(hereinafter referred to as “the bank”) request of contractor(s) do hereby undertake to pay to BHEL and amount not exceeding Rs..... against any loss or damage caused to or suffered or would be caused to or suffered by BHEL, by reason of any breach by the said contractor(s), of any of the terms or conditions contained in the said Agreement.

We, do hereby undertake to pay the amounts due and payable

(indicate the name of the Bank) under this guarantee without any demur, merely on a demand from BHEL, stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by BHEL by reason of breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s)’s failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

3. We, undertake to pay to BHEL any money so demanded
(indicate the name of the Bank)

notwithstanding any dispute or disputes raised by the Contractor(s) / supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under these presents being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) / supplier(s) shall have no claim against us for making such payment.

We further agree that the guarantee herein contained
(indicate the name of the Bank) shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of BHEL under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till BHEL certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said Contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before we shall be discharged from all liability under this guarantee thereafter.

We further agree with BHEL that BHEL shall have the fullest

(indicate the name of the Bank) liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the BHEL against the said Contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such



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variation, or extension being granted to the said Contractor(s) or for any forbearance, act or omission on the part of BHEL or any indulgence by BHEL to the said Contractor(s) or by any such matter or thing whatsoever which under the Law relating to sureties would, but for this provision, have effect of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s) / Supplier(s).

We, lastly undertake not to revoke this guarantee during its
(indicate the name of the Bank) currency except with the previous consent of BHEL in writing.

Dated Day..... of 200

For
(indicate the name of the Bank)

Witness :

1. -----

2 -----

Note : The above format is drawn upon the model form jointly evolved by the Reserve Bank of India, the Indian Banker's Association and the Ministry of Finance, Government of India as circulated by Indian Banker's Association, Bombay vide their letter No. LA/14-61/7808 dated 1/5/1980 as such no deviations are acceptable.

To be issued in appropriate valid non-judicial stamp paper prevalent in the state where the same is executed which is to be certified by the Notary Public or any other competent officer of that state.



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ANNEXURE "G"

LIST OF CONSORTIUM BANKS

1. SBI
2. SBH
3. Canara Bank
4. PNB
5. BOB
6. SBT
7. Deutsche Bank
8. Citi Bank
9. HDFC
10. HSBC
11. SCB
12. ICICI
13. ABN Amro Bank N.V.
14. Corporation Bank
15. Syndicate Bank
16. Indian Bank
17. UCO Bank
18. Central Bank
19. Oriental Bank of Commerce
20. Kotak Mahindra Bank Limited
21. The Federal Bank Limited
22. United Bank of India
23. Vijaya Bank
24. Union Bank of India
25. Bank of India
26. Punjab & Sind Bank
27. Andhra Bank
28. Axis Bank