

BHARAT HEAVY ELECTRICALS LTD.

Corporate Learning & Development-HRDI, Noida



TENDER DOCUMENT FOR

Engagement of Apex- Art of Living for conducting Online Workshop

NIT No.: BHEL: CLD: APEX: AOL: NT:2020-21 Dated 18-08-2020

Last date for Submission: 25-08-2020 at 17.00 Hrs.

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**BHARAT HEAVY ELECTRICALS LTD.
CORPORATE LEARNING & DEVELOPMENT**

SECTOR 16 A, NOIDA-201301

NOTICE INVITING TENDER

NIT No. : BHEL: CLD: APEX: AOL: NT:2020-21 Dated 18-08-2020

Name of Job/Services: Engagement of Apex- Art of Living for conducting Online Workshop

To,

Shri Nikhi Suri (nikhil.suri@apexprogram.org)
C/O Vyakti Vikas Kendra India, Gate No. 1, AOL International Centre,
21st KM, Kanakpura Road, Bangalore- 560082

Dear Sir/Madam,

1. Sealed tender is invited in single tender basis under single part bid system for the following Job/ services in BHEL- "Engagement of Apex- Art of Living for conducting Online Workshop".

DATE OF SUBMISSION & OPENING OF TENDER

Last date and time for submission of sealed tender : 25-08-2020 at 17.00 Hrs.

Date and Time of opening the tender : 25-08-2020 at 17.30 Hrs.

Venue for opening of Tender : CLD- HRDI, Noida

2. The bid shall be addressed to the below mentioned addressee and shall be submitted/dropped in the Tender box placed at CLD-HRDI, Noida:

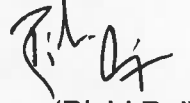
Sr. DGM/ CLD
BHARAT HEAVY ELECTRICALS LIMITED
CORPORATE LEARNING & DEVELOPMENT
NOIDA- 201301.
Phone No. 0120-2416346, e-mail: amitabh@bhel.in

BHEL will not be responsible for delay in receipt of tender(s), sent by post / courier. Any clarification, if required, should be sought from the undersigned.

4. Offers should be strictly in accordance with the Tender Specifications and Terms & Conditions enclosed herewith.
5. All documents submitted with the offer shall be signed and stamped in each page by authorized representative of the bidder.
6. Price to be filled strictly as per proforma given in the tender. Change in Pro-forma is not allowed.
7. No revision of prices will be entertained after tenders are opened.

8. Tender Enquiry No. & due date must be legibly super scribed on all the envelopes.
9. BHEL reserves the right to accept or reject the tender without assigning any reason whatsoever and in such case no tenderer shall have any claim arising out of such action by BHEL.

On behalf of "Bharat Heavy Electricals Ltd."



(Rishi Raj)

Dy. Manager(CLD)

Scope of Work

SI No.	Description of work
1)	Conducting virtual workshop for employees and their spouses for a maximum of 50 participants in two phases - main workshop (2.5 hours each day for four days) and re-engaging/follow up with the participants within 10-15 days of completion of the main workshop for approx. an hour

Note:

1. Payment shall be released as per Terms of Payments within 30 days of the receipt of submission of bill completed in all respects after the two phases of the workshop is over. While making the payment, statutory deductions as applicable, shall be made by BHEL. BHEL will make the payment through e-mode. Bidders shall be required to furnish e-payment details as stated elsewhere in the tender document. No payment will be made in advance.
2. **Applicable GST as per rule will be payable extra. However, the applicable GST should be indicated in bid offer document.** Evaluation of proposal will be done on quoted price excluding applicable GST.
3. No extra charges will be payable by BHEL on any other account.

For (Name of the firm/Company)

Name:

Designation:

Contact no.

Seal and Address of the firm/Company:



Agency Details

Name of the Agency	
Address	
Name of the authorized Representative	
Telephone Nos.	
Fax No.	
Mobile No.	
Email Address	
Web Site Address (if any)	

(Signature of authorized signatory & Seal of the firm)



SCOPE OF WORK
(Engagement of Apex- Art of Living for conducting Online Workshop)

ALONG WITH

TIME SCHEDULE AND TERMS OF PAYMENT

SI No.	Scope of Work	Terms of Payment
1	Conducting virtual workshop for employees and their spouses in two phases for a maximum of 50 participants - i) main workshop (2.5 hours each day for four days) and ii) re-engaging/follow up with the participants within 10-15 days of completion of the main workshop for approx. an hour	100% payment on completion of the workshop within 30 days after the completion of two phases of the workshop subject to submission of all relevant documents in all respects.



PRICE BID

Name of Job/ services: Engagement of Apex- Art of Living for conducting Workshop

NIT: BHEL: CLD: APEX: AOL: NT:2020-21 Dated 18-08-2020

S.No.	Particulars	Amount (Rs.)	Rupees in words
1			
2	Applicable rate of GST in percentage (%)		

Note:

1. No other out of pocket expenses will be borne by BHEL

(Signature of authorized signatory & seal of the Firm)

