



**BHARAT HEAVY ELECTRICAL LIMITED**

(A GOVERNMENT OF INDIA UNDERTAKING)

ELECTRONICS DIVISION

**P.B. NO.: 2606, MYSORE ROAD, BANGALORE-560 026.**

## **NOTICE INVITING TENDER (NIT)**

### **SINGLE PART OPEN TENDER**

**TENDER REF. NO.: CE/ES/2017-18/12/NTPC-TANDA-II/SSOF/SK**

**Name of Work:-** Providing services for the stores, office & field hostel maintenance for BHEL- EDN site at NTPC, Tanda TPP, Vidyut Nagar, Dist.: Ambedkar Nagar, Uttar Pradesh 224238.

**TENDER DOCUMENT TO BE DOWNLOADED FROM WEBSITES, [www.bhel.com](http://www.bhel.com) , [www.bheledn.com](http://www.bheledn.com)**

All corrigendum, addendum, amendments, time extensions, clarifications, etc. (if any) to the tender will be hosted on [www.bheledn.com](http://www.bheledn.com) and [www.bhel.com](http://www.bhel.com) websites only. Bidders should regularly visit websites to keep themselves updated.

Total Number of pages including Cover page.



**Due Date and Time for submission of Bid: 06/12/2017, 13:00 Hrs.**

**Due Date and Time of Tender Opening : 06/12/2017, 13:30 Hrs.**

#### **IMPORTANT NOTE**

BIDDER IS ADVISED TO CHECK AND ENSURE COMPLETION OF ALL PAGES OF TENDER DOCUMENT AND REPORT ANY DISCREPANCIES TIMELY FOR CORRECTIVE ACTION, TO THE ISSUING AUTHORITY, BEFORE THE BIDS ARE SUBMITTED. PRINTED COPY OF TENDER DOCUMENT COMPLETE IN ALL RESPECT MUST BE SUBMITTED BACK AS PART OF THE BID WITHOUT WHICH THE SAME IS LIABLE TO BE REJECTED BY BHEL



**NOTICE INVITING TENDER**  
**(SINGLE PART OPEN TENDER)**

Sealed offers under Single part bid system are invited from competent contractors, fulfilling qualifying requirements, with sound financial capacity and experience for undertaking the following work as per detailed schedule of work given in Tender Documents. No sale of Bid documents will be done. The Bidder shall download the Bid document from websites, [www.bhel.com](http://www.bhel.com) , [www.bheledn.com](http://www.bheledn.com) fill the same completely & submit

<b>DETAIL ABOUT TENDER:</b>	
TENDER REFERENCE NO & DATE	CE/ES/2017-18/12/NTPC-TANDA-II /SSOF/SK Dated: 13/11/2017
Name of Work	Providing services for the stores, office & field hostel maintenance
Period of Services	18 Months
Tender Type	Open Tender (Single Part Bid)
PLACE OF WORK EXECUTION	NTPC limited, Tanda TPP Vidyut Nagar, Dist.: Ambedkar Nagar, Uttar Pradesh, INDIA – 224238
Earnest Money Deposit (EMD)	Rs. 10,000/- (Indian Rupees Ten Thousand only)
Estimated Value of the Work	Rs 8.80 Lakhs. (Rupees Eight Lakhs Eighty Thousand only)
DUE DATE & TIME OF TENDER	06/12/2017 (DD/MM/YYYY), 1300 Hrs.
Address for Submission of completed Tender	Submission of EMD and other supporting documents should be sent in original through R.P.A.D / Speed post / hand delivery / Courier, so as to reach the office of Offer inviting Authority Mr. SHAILESH KUMAR MANAGER, EXTERNAL SERVICES 5 <sup>TH</sup> FLOOR, NEW ENGINEERING BUILDING BHEL – ELECTRONICS DIVISION MYSORE ROAD, BANGALORE KARNATAKA. PIN – 560 026
Contact Details for Queries related to this tender.	Phone: +91 – 80 – 26998262 FAX: +91 – 80 – 26989222 / 26989217 e-mail: <a href="mailto:sha@bheledn.co.in">sha@bheledn.co.in</a>

## INVITATION OF BIDS

### PROCEDURE FOR THE SUBMISSION OF SEALED TENDERS

1. Interested and qualified bidders shall download the complete Tender Document from the websites [www.bhel.com](http://www.bhel.com) , [www.bheledn.com](http://www.bheledn.com) and same shall be used for submission of their offer.
2. All corrigendum, addendum, amendments, time extensions, clarifications, etc. (if any) to the tender will be hosted on [www.bheledn.com](http://www.bheledn.com) and [www.bhel.com](http://www.bhel.com) websites only. Bidders should regularly visit websites to keep themselves updated.
3. This tender invites offers in Single Part Bid - Open Tender  
The offer shall be submitted **in a sealed envelope (3<sup>th</sup> envelope)** which in turn shall contain two separately sealed envelopes as mentioned below to the Officer inviting tender.
  - i. **1<sup>st</sup> envelope** sealed and super scribed 'EMD' containing the financial instrument towards Earnest Money Deposit.
  - ii. **2<sup>nd</sup> envelope** sealed and super scribed 'Single Part Bid' containing, one Complete set of tender documents included in NIT, details to be submitted as per the tender specification including the offer letter duly signed and stamped. Each page of this NIT should be signed and stamped as a token of acceptance of all the Terms & Conditions of NIT. Bidder has to quote for Sl. No. 7 to 12 of the Price Bid refer [page no 30](#).
4. Also, **the bidder shall prominently write Tender Reference Number, Due Date & Time and name of work on top of each of the three envelopes.** In the event of the **bidder not writing these details on the envelope** and hence the tender documents gets opened inadvertently, the offer will be **rejected**. BHEL shall continue evaluation of the other bids received within the tender due date.
5. Complete Tender documents duly filled and signed by bidder or bidder's authorized representative shall reach this office by 1300 hours on 06/12/2017 (DD/MM/YYYY). Bidders may submit their offers by hand or by Registered post or by Speed post or by courier service. However BHEL takes no responsibility for any loss / delay of documents or correspondences sent by courier / post. **Online bids/offers if submitted are not acceptable and will be summarily rejected and shall not be considered for further evaluation.**
6. The Single Part bid shall be opened on 06/12/2017 (DD/MM/YYYY) at 13:30 Hours in the conference hall of BHEL – Electronics Division, Bangalore – 560 026 in the presence of bidders who choose to be present. Further evaluation will be carried out as per BHEL procedure.
7. Tenders received after the due date and time is treated as Late Tenders and shall not be considered for evaluation.
8. Validity of the offer shall be for 90 days from the date of opening the Price bid.
9. This tender document comprises of the following.

SECTION-1: PROJECT INFORMATION, INSTRUCTION & CONDITIONS OF CONTRACTS

SECTION-2: SCOPE OF WORK & PAYMENT TERMS

SECTION-3: SCHEDULE OF PRICE

SECTION-4: NO DEVIATION CERTIFICATE

## SECTION-1:

### PROJECT INFORMATION, INSTRUCTIONS & CONDITIONS OF CONTRACT

BHEL-EDN, Bangalore is executing the work of station Control & Instrumentation system of 2x660 MW units at NTPC limited, Tanda TPP Stage-II, Vidyut Nagar, and Dist.: Ambedkar Nagar, Uttar Pradesh, INDIA – 224238. This NIT providing services for the stores, office & field hostel maintenance for the work of for BHEL site at NTPC Tanda.

#### Details of Stage/Units:

Project Name:	TANDA TPP
Project Stage:	Stage-II
No. of Units X Capacity:	2X660MW
Project Setting Up By:	NTPC Limited

#### Location and Approach:

Project Location:	(i) Place:	Vidyutnagar
	(ii) District:	Ambedkar Nagar
	(iii) State:	Uttar Pradesh
	(iv) Country:	India

Latitude and Longitude of Project Location	North: 26 Deg 35'
	East: 82 Deg 36'

Nearest Railway Station:	Tanda
Distance of Project Site from the Railway Station:	12 KM (approx.)

Nearest Major Town:	Tanda Town
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Distance of the Town from the Project Site:	12 KM
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Nearest Commercial Airport:	Amausi International Airport, Lucknow, Uttar Pradesh
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Distance of airport from the Project Site:	200 KM
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Nearest Highway:	National Highway 27 & 28
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Any Other Information:	Further to the information given here, Bidders are advised to visit the Project Site and collect data on local site conditions.
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## INSTRUCTIONS & CONDITIONS OF CONTRACT

1. The offer shall be submitted as a 'single part bid' in a sealed envelope prominently super scribed as follows.  
**Tender Enquiry Number:** CE/ES/2017-18/08/NTPC-TANDA/ SSO/ SK **Dated:** 13/11/2017  
**Tender Due Date and Time:** 06/12/2017 (DD/MM/YYYY) at 13:00 Hrs.
2. **Online bids/offers if submitted are not acceptable and will be summarily rejected and shall not be considered for further evaluation.**
3. The Contractor shall mobilize his men to site within 7 working days from the date of intimation from BHEL-EDN or as per the date mentioned in LOI / WO.
4. The successful bidder is required to enter into a 'Contract Agreement' with BHEL-EDN in the prescribed format of BHEL-EDN.
5. The bidder is advised to visit project site to familiarize themselves with the site conditions before preparing the offer.
6. **Accommodation:** No Accommodation will be available for the Bidder inside NTPC Tanda Township. Bidders have to arrange their own accommodation outside NTPC Tanda Township. Wherever Bidder sets up the accommodation, to and fro transportation for their men and materials for the execution of work shall be the sole responsibility of the Bidder.
7. A declaration indicating that there is no deviation from the conditions mentioned in tender documents should be given in the format as per [Annexure 3](#).
8. All the sections of this tender document may be carefully and thoroughly read and understood before submitting the offer. Bidder shall return one set of these tender documents after affixing authorized person signature and seal in all the pages along with the offer. Certification of authorization shall be submitted along with the offer.
9. The Contractor shall not subcontract, transfer or assign any part or full work of this award without prior written permission from BHEL-EDN.
10. The work involves 'providing services for the stores, office & field hostel maintenance of the work for BHEL-EDN site at NTPC Tanda '. The guarantee and workmanship clause is not applicable.
11. Validity of the offer shall be for 90 days from the date of opening the Price bid.
12. DATA AS PER THE CHECKLIST ENCLOSED AS ANNEXURE-1 SHALL BE SUBMITTED BY THE BIDDERS WITHOUT FAIL. All the data required to be enclosed with the tender need to be furnished in neatly typed, signed and stamped in the given formats only (in the form of separate sheets) failing which the tender may be considered as incomplete.
13. **WORK INSTRUCTIONS:**
  - a) The work shall be executed as per the direction and to the satisfaction of BHEL-EDN site Engineer. Decision of BHEL-EDN site Engineer will be firm and binding on all matters.

- b) No complaints from Contractor's workmen with regard to nature of work entrusted or place of work will be entertained.
- c) The Contractor or his authorized representative shall be available at BHEL-EDN Site Office on all working days for receiving necessary instructions from Engineer-In-Charge, BHEL-EDN and to carry out the work accordingly.
- d) The Contractor shall obtain permission from appropriate authority / license if required under any applicable law regulations for engaging labors for execution of the work in Uttar Pradesh state and observe all terms and conditions of the said authorization / license.
- e) The Contractor shall arrange to obtain valid gate passes for their workmen and equipment's from the concerned NTPC/BHEL authorities to execute work inside NTPC- Tanda Plant premises. The Contractor shall furnish documents such as Address proof, police verification certificate etc. for their workmen if needed by NTPC Tanda.
- f) Any person below the age of 18 years shall not be deployed for the work.
- g) No man / material/ equipment not covered by valid gate pass shall be permitted within the power station area and no material / equipment shall be permitted to be taken out of the power station unless authorized by concerned authority. The Contractor shall be held fully responsible for any delays / losses / damages that may result consequent on any lapses that may occur on the part of his employees in this regard.
- h) The Contractor shall compulsorily provide personal protective equipment's to their workmen & in the event of Contractor not providing the same, it will be provided by BHEL-EDN at Contractor's risk & cost and the charges towards this will be recovered from their bill/s along with an overhead of 20% extra. The Contractor should also give sufficient safety training and instructions to their workmen and ensure proper use of safety equipment by those concerned.
- i) The Contractor shall be liable to comply with provisions under the various labor legislations. Besides other obligations under the labor legislations he is required to ensure payment of minimum wages as per Minimum Wages Act, grant of leaves, as per the notification of Chief Labor Commissioner, Provident Fund under the Provident Fund Act, compensation under the Workmen compensation Act, Retrenchment compensation etc. The Contractor shall indemnify BHEL-EDN / NTPC- Tanda against all claims, damages and compensations on account of his failure to comply with statutory provisions.
- j) As per NTPC Tanda plant statutory requirement, the Contractor and their workers shall follow all safety rules while working so that there should not be any accident, which may cause loss of life and damage

to Customer's property. Contractor shall also take insurance cover for workmen compensation for the workers employed by him at his own cost.

- k) If the contractor or his workmen shall break, deface injure or destroy any part of a building, road, fenced enclosures, water pipes, cables, drains, electric or telephone posts or wires, trees, stored components or any other customer's property or to any part of erected equipment etc., the contractor shall make the same good at his cost or in default the Engineer may cause the same to be made good by other workmen / agency or by other means and deduct the expense (of which the BHEL-EDN Engineer's decision is final) from any sum that may be then or at any time thereafter become due to the contractor or from his security deposit or any other money due.
14. If any dispute or difference of any kind whatsoever shall arise between BHEL-EDN and the Contractor arising out of the contract or with respect to its interpretation, whether during or after its completion or whether before or after its termination, abandonment or breach of the contract, it shall be referred to the sole arbitration of the Arbitrator and the decision of the Arbitrator shall be final and binding on the parties. The venue of the arbitration shall be Bangalore, India.
15. **Force majeure:** If the contractor suffers delay in the due execution of the contract, due to delays caused by force majeure (act of god, act of government, war, sabotage, riots, civil commotion, Police action, revolution, flood, fire, cyclone, earthquake and epidemic and other similar cause over which the contractor has no control) conditions, the agreed time for completion of the work covered by this contract shall be extended by a period of time equal to the period of delay. The contractor shall reports to BHEL in writing the cause for the delay but the contractor shall not eligible for any compensation on this account.
16. **Rights of BHEL**
- BHEL reserves to itself the following rights in respect of this contract without entitling the contractor to any compensation.
1. To terminate the contract after due notice and forfeit the security deposit and recover the loss by getting the balance work done through another agency at the risk and cost of the contractor in the event of the followings.
- a) Continued Poor work progress
  - b) Withdrawal from or abandonment of the work before completion of the work.
  - c) Corrupt act / Insolvency of the contractor.
  - d) Persistent disregard of BHEL-EDN instructions
  - e) Contractor workmen's strikes / lockout not settled within a period of one month.



- f) Assignment, transfer, subletting of the contract work without written permission from BHEL-EDN.
  - g) Non-fulfillment of any contractual obligations.
2. While every endeavor will be made by BHEL-EDN to this end, BHEL-EDN cannot guarantee uninterrupted work due to conditions beyond its control. The contractor will not be entitled to any compensations / extra payment on this account.

**Note:** The terms

- **'Customer'** means National Thermal Power Corporations Limited (NTPC), Tanda
- **'BHEL-EDN'** means Bharat Heavy Electricals Limited – Electronics Division
- **'Bidder'** means company/firm who quotes for the above said works
- **'Contractor'** means successful bidder who enters contract agreement with BHEL-EDN for the above said works
- **'Workmen'** means Labors supplied by contractor for the above said works.
- **'Arbitrator'** means Additional General Manager / Head of External Services Department or any Officer duly authorized by Unit head of BHEL-EDN in this behalf

**SECTION-2****SCOPE OF WORK, TERMS & CONDITON OF TENDER ENQUIRY**

1. **Scope of Work: - Providing services for the stores, office & field hostel maintenance for the BHEL –EDN at Tanda site.**

SI No	Description
1	Skilled manpower for Store Assistant (Supervisory services)
2	Unskilled Manpower for office & Stores maintenance works (Assistance)
3	Unskilled Manpower for Field Hostel maintenance works (Housekeeping staff)

- The strength may be increased or decreased as per the requirement
- Photo-age proof to be submitted. All staff members shall be presentable, hygienic and available at site. No staff member below age of 18 years will be allowed to work.
- The Staff should have good health and physique and not having any type of criminal cases against them any nature.
- The staff provided by the bidder will also be responsible for investigation of thefts, pilferage and fire etc. The bidder should also provide intelligence, information to the CISF NTPC Tanda for the gate pass.

**SCHEDULE OF SERVICES:-**

- 1) Skilled Manpower for store Assistant (Supervisor Services) DUTIES AND RESPONSIBILITIES:-**
  - Maintaining the records of stores like EDB, LR copy, RIV, MRV etc. and maintain record in computer (soft-copy)
  - Maintain Gate Pass ( Material Out ward , inward & Visitor's gate pass )
  - Monitor and Control material movement both inward & outward.
  - To open the stores only with a specific approval of the authorized persons, in the absence of the store keeper or on holidays, to lock the stores again with proper seal.
  - To ensure that all items brought in by the vendors are duly entered in the records.
  - All items brought by the vendors are mustered and Delivery Challan is stamped accordingly.
  - All items taken out of the office premises are against the gate pass issued by the Security and are accounted for.
- 2) Unskilled Manpower for OFFICE BOY SERVICES: DUTIES AND RESPONSIBILITIES**
  - Arranging stores and its material
  - Maintain highest standards of cleanliness & hygiene.
  - Keep Dining hall, offices, corridors, Store & open Yard etc. clean at all times.
  - Ensure safety of office equipment and stores.
  - Removal of Vegetation/ grass of land shall be trimmed on regular basis
  - To Providing Watch & ward of BHEL Office, Store Yard & materials at BHEL EDN Site office.
  - To dressing of tarpaulin sheets over materials when & where required
  - Ensure water bottles of the staff are filled up regularly with clean drinking water, dustbins are regularly emptied, tables are dusted and surroundings are clean.
- 3) Unskilled Manpower for Field Hostel maintenance works (Housekeeping staff) DUTIES AND RESPONSIBILITIES**
  - Maintain highest standards of cleanliness & hygiene in the field Hostel.
  - Maintain & prepare food/tea/coffee in the field hostel.
  - Ensure Guest House areas are clean & tidy

- d) Ensure water bottles of the staff are filled up regularly with clean drinking water, dustbins are regularly emptied, tables are dusted and surroundings are clean.
- e) Ensure that all Guest House spaces are spruced up and clean and no excess lights/air conditioners are running on rooms
- f) Housekeeping staff are to maintain highest standards of personal hygiene and are to be smartly turned out including haircut, shave etc.
- g) Keep Dining hall, offices, corridors etc. clean at all times.

The successful bidder shall render the following services at the premises of BHEL-EDN site at NTPC Tanda Site.

1. To Providing Watch & ward of BHEL Office, Store Yard & materials at BHEL EDN Site office, in NTPC Tanda
2. To dressing of tarpaulin sheets over materials when & where required.
3. To ensure that at all hour of the day and night, throughout the year, the property of the BHEL EDN site at Tanda whether movable or immovable is safe and free from any loss, harm or damage.
4. Removal of unwanted vegetation in BHEL Store Yard when & where required and other such small works on instruction of BHEL Site engineers
5. To ensure that doors/windows, electric bulbs, ACs, fans, water taps etc. are not left open after the working hours on working days as well as on off days, as the case may be.
6. Arrangement regarding maintenance and record of inward and outward movement of men and material and having proper check on the same as per the instructions given by the Concern person of BHEL-EDN from time to time.
7. Checking of all incoming/outgoing vehicles thoroughly to check and track movement of unauthorized items inside and outside BHEL-EDN.
8. Ensure the entrance of only authorized persons (BHEL-EDN employees and others personnel Engaged for providing services). Visitors may enter only through visitor slip as per approved Procedure with proper entry at the gate and to meet concerned officials only. It should also be ensured that this duty is discharged sincerely with firm but decent behavior.
9. To keep all the keys of all vacant rooms.
10. To open the rooms only at the instructions of the concerned authorized person who is in charge of security or campus or any senior Official and to make entry of all such openings in a register.
11. To safeguard the materials in the stores.
12. To open the stores only with a specific approval of the authorized persons, in the absence of the store keeper or on holidays, to lock the stores again with proper seal.
13. Firefighting in the event of a fire and immediately reporting of the same to the concerned office of BHEL-EDN and Fire Brigade at NTPC Tanda site.
14. Every location should maintain record for vehicles, Visitors, material inward & outward and office staff.
15. Maintain Gate Pass ( Material Out ward & inward & Visitor's)
16. Maintain Fire alarm & Access control operation.
17. Maintain Vehicle Register of cabs used for pick up & drop.
18. Control on all visitors entry & exit with the necessary register.
19. Control & check on movement of all casual & contract employees.
20. To ensure orderly parking of vehicles at specified parking area.
21. To ensure that all items brought in by the vendors are duly entered in the records.
22. To ensure all items brought by the vendors are mustered and Delivery Challan are stamped accordingly.
23. To ensure all items taken out of the office premises are only against the gate pass issued by the Security and are accounted for
24. Cleaning of pose, parking, and security's cabin and outside area of building.
25. Lifting, carrying and disposing the dead bird animal, rats, insect etc. if found in and around of office.
26. Periodic cleaning of ceiling to remove cobweb.
27. Cleaning and sweeping of open area including balconies and roof top with brooms.
28. Regular maintenance of cleanliness of light fitting of building.
29. Moving of articles like tables, chairs, Almira's, display board, etc. as and when such sifting is Necessary.
30. Keeping the drains should the building clean and clear from choking.
31. All staff members shall be presentable, hygienic and available at site with approval uniform.
32. No staff member below age of 18 years will be allowed to work.

2. Quoted Rate/ Price: Your quoted price/rate in the price bid should be inclusive of contractor's service charge and excluding GST taxes, which is payable extra as applicable.
3. Period of contract : The contract period initially will be for 18 months and if required by BHEL shall be extended further for a period as required by BHEL, on mutual consent.
4. Statutory Obligations: The successful bidder shall bear all expenses regarding uniforms, preparation of their Identity card, compensations, wages and allowances (DA), PF, ESI, Bonus and Gratuity as applicable relating to personnel engaged by him and abide by the provisions of various labour legislation including weekly off and working hours. successful bidder shall submit workers EPF number and proof of submission of EPF, ESI etc. as applicable every month for the last month with respect to all employees deployed by him at BHEL, and in case of any difference in the amount for which documentary evidence has not been provided, BHEL has the right to deduct the amount accordingly from the bills. While depositing the applicable ESI and EPF amount in the account of respective worker, it shall be the sole responsibility of the contractor to comply with all the prescribed provisions of Labour Rules/Laws and Act. Further, the agency shall specifically ensure compliance of various Labour Laws/Acts including but not limited to with the following and their reenactments/ amendments/modifications. The BHEL reserves its rights to withhold bills, if the contractor fails to produce proof for having remitted ESI/PF dues. The payment for successive months will be released on receipt of the evidence of deposition of ESI/PF in the Worker's account for previous month.
5. If the service provided by the contractor is found un-satisfactory by BHEL, the contractor shall improve the services immediately as required by BHEL.
6. The successful bidder shall ensure that the payment of wages to his workmen deployed for carrying out his contractual obligations shall not be less than the minimum wages prescribed by Government of state of Uttar Pradesh from time to time, as applicable during the contract period.
7. The successful bidder shall be responsible for payment of all/any Central Government/State Government taxes. He has to produce evidence that he has cleared all/any Governments dues. In case, the successful bidder fail to produce necessary documentary evidence regarding payment of Government dues the amount shall be deducted from the payable amount under the Bill.
8. In case BHEL objects in writing to deployment of any individual at its premises the successful bidder shall forthwith replace him. The procedure of deployment as stated, in the foregoing clauses will also be made applicable in case of such replaced personnel. Prior approval of Concerned Officer of BHEL has to be obtained while employing/terminating duties of any staff deployed by the successful bidder.
9. The successful Bidder has to ensure that the workers engaged by him and deputed to carry out the work in the premises of the BHEL –EDN Tanda site are sufficiently experienced. For this purpose, the successful Bidder shall carry out regular visits to ensure that the staffs deputed by him in the BHEL –EDN Tanda site premises carry out their duties as required by the BHEL. Personnel provided by the successful Bidder shall at all time, remain employees of the successful bidder and shall never claim any benefits that may normally be available to the employees of the BHEL and the BHEL shall, in no way, whether in law or at equity, be responsible or liable for their wages, salaries, bonus, gratuity and other allowances and/or any statutory benefits, interests and/or rights
10. All the staffs provided by successful bidder will work in close cooperation and liaison with our concerned officer or with such officers as may be designated by the BHEL in this behalf from time to time and the supervisor shall periodically report all important incidents at BHEL –EDN Tanda site and in case of any incident involving loss or damage to the property of the BHEL the same shall forth with be reported to the concerned officer of the BHEL-EDN Tanda site

11. **TERMS OF PAYMENT:**

1. All payments will be released from BHEL-EDN, Bangalore on submission of along with supporting documents duly certified by BHEL site engineer.
2. Measurement sheets for the quantum of Man-month provided shall be submitted by the Contractor to BHEL-EDN Engineer. After due verification, the 'Engineer' will certify regarding the attendance of workmen in the measurement book, which shall be accepted by the Contractor in measurement book.
3. The basis of manpower charges are on the minimum wages prescribed by Government of state of Uttar Pradesh from time to time. Minimum wages prescribed by Government of state of Uttar Pradesh from time to time shall be considered for any changes in the payment to be made by BHEL. However, implementation of the revised payment may take additional time at BHEL as internal approvals are to be obtained. Till such time, the payment will be made on old rates and the arrears will be paid at a later date. The contractor shall make note of this and shall make payment of wages to the persons deployed for BHEL work, without giving any room for any disputes and interruption in work at site.
4. Mode of payment: - All payments shall be released from BHEL Bangalore through Electronic Fund Transfer (EFT) only to the Contractor's bank account directly. After the bills are received at Bangalore after certification by BHEL site Engineer along with all statutory documents, the process of release of payment to Contractor is expected to take 30 to 45days.
5. Non - receipt of payment / delay in getting payment from BHEL cannot be the reason for Contractor to delay in making payment of wages to their workmen.
6. Any interruption, delay in the ongoing activities affecting the progress of work can not tolerated and viewed very seriously. Contractor is advised to take note of this and ensure labour payments in time (by 10th of every month) without fail.
7. The Number of days of presence at site for work as certified by BHEL site engineer shall be taken for calculating the Man-Month/Man-days for payment towards the workmen supplied. The decision of BHEL-EDN Engineer is final and binding on the contractor.
8. 90 % of the value of RA Bills submitted by the Contractor will be paid on Pro rata basis. Balance 10 % shall be released upon submission of Final Bill at the end of completion of Contract
9. Contractor shall also submit bills for the workmen supplied under the contract, once in a month detailing no. of days of presence for work during the month. The format for billing shall be approved by BHEL-EDN before raising invoices.
10. The Contractor shall submit the following documents along with every RA Bill to BHEL-EDN Engineer
  - i. Attendance sheet for the man power engaged
  - ii. Monthly wage sheet
  - iii. PF paid challan
  - iv. The Contractor shall remit GST after raising the Invoice, and the Invoice should be submitted with the proof of remittance of GST to BHEL Site Office. Otherwise, the RA Bill will not be cleared for payment.
11. The Contractor shall submit copies of the following documents to BHEL-EDN Engineer before actual commencement of work.



- i. PF Registration / Membership certificate
  - ii. Workmen compensation insurance policy
  - iii. GST Registration
12. Goods and Services Tax (GST):
  - a. BHEL EDN GSTIN number is 29AAACB4146P1ZB. All invoices to contain BHEL GSTIN No.
  - b. The Bidder shall mention Bidder's GSTIN number in all quotations and Invoices submitted.
12. BHEL shall not be responsible for any accidents to the manpower deployed by the contractor. The contractor should take all the necessary insurance, workmen compensation, safety measures/ precautions required as per prevailing rules and regulations at the work place.
13. If any loss or damage to BHEL's property is caused while carrying out the services and if it is found that it is due to the negligence of the manpower supplied by the contractor, the same shall be made good by the contractor or the value of losses shall be recovered from their bills.
14. In case of any incident during the period for which service of successful bidder was engaged, and if the successful bidder or their staff is called as witnesses in any proceedings, the successful Bidder shall arrange to attend the court or the office at which the proceedings are being held and otherwise render all assistances to the Unit in respect of such incidents.
15. The successful Bidder has to strictly follow safety norms.
16. Termination of contract: BHEL reserves the right to terminate the contract prematurely, without assigning any reasons, whatsoever, there off on one month notice. The Concerned Officer of BHEL may recommend the removal of the Successful Bidder from the service, where:
  - a) Such successful Bidder was found to be involved in any corrupt practice in conducting its business.
  - b) Staff employed by him is frequently found to be involved in the commission of thefts or pilferages of the property of the BHEL.
  - c) In the opinion of the Concerned Officer of BHEL it would not be safe to engage such successful Bidder for the services of Security to the Companies.
  - d) Successful Bidder has been declared insolvent or bankrupt.
  - e) It is found that the declaration(s) made by the successful Bidder at the time of submitting Offer was false.
  - f) It is found that the successful Bidder is no longer in a position to provide the services for which he was hired.
  - g) During the period of the Contract the BHEL shall have the right to terminate this agreement by giving 30 days' notice in writing to the Successful Bidder and the Successful Bidder shall not be entitled to any compensation whatsoever arising out of the termination. The decision of the BHEL shall be final and binding on the successful Bidder.
  - h) In the event of unsatisfactory service despite being formally warned, the BHEL reserves the right to terminate the contract at any time with one day notice. In this case BHEL will pay the dues as on that date less recoveries as applicable.
  - i) The concerned Officer of BHEL shall, in the event of breach of any of the terms and conditions of this agreement or if the services provided by the bidder is generally considered to be unsatisfactory by the concerned Officer of BHEL or for any other reason considered by concerned Officer of BHEL sufficient to terminate this agreement, may terminate the agreement by giving one month's notice in writing.
17. The services provider shall be responsible for any misbehavior of his own staff and the person who misbehaved shall be terminated from the duty immediately.
18. The working hours shall be from 0800 hrs. to 1800 hrs. without any additional charges to BHEL. The actual timings at site shall be as per the instructions of BHEL-EDN Site in charge from time to time depending upon the site requirements.
19. Holidays as per NTPC Tanda Holiday List. However, if required during peak activities of work at site, the contractor is expected to deploy manpower on holidays and Sundays also as per the instructions of BHEL site incharge without any

additional charges to BHEL on compensatory basis. The compensatory off for this will be provided on any other days as decided by the BHEL site incharge.

20. LIQUIDATED DAMAGES :-

- a. If the contractor fails to maintain the required services of work which results in poor services for the work as per the contractual completion period, BHEL shall have the right to impose Liquidated Damage/Penalty at the rate of 0.5% of the contract value, per week of delay or part thereof subject to a maximum of 10% of the contract value. For this purpose, the period of delay shall be the delay attributable to the Contractor for the completion of work as per contract. Contract Value for this purpose, shall be the final executed value exclusive of ORC, Extra Works executed on man-day rate basis, Supplementary/ Additional Items and PVC if any.
- b. The payment of Liquidated Damages shall not in any way relieve the Contractor from any of its obligations to complete the facilities or from any other obligations and liabilities of the Contractor under the contract.

21. **PENALTY:** Penalty will be levied in the event of following:-

BHEL shall have a right to forfeit to the Performance Guarantee/security deposit, if the successful bidder fails to undertake the Job awarded under the Tender/Contract.

**a) Deduction on account of Absence/late:**

- Less than 30 minutes on 3 occasions will be treated as absence for half-a-day.
- More than 30 minutes but less than 2 hrs. on 2 occasions will be treated as absence for half-a-day.
- Exceeding 2 hours but less than 4 hours will be treated as absence for half-a-day for each occasion.
- More than 4 hours will be treated as absence for the whole day.
- An amount of Rs.500/- will be deducted from Vendor in addition to deduction from individual for more than 5 incidents of late reporting.

**b) Damage to property/Theft.**

For any violation of terms & conditions, the penalty will be imposed and the damages will be recovered from the deposited security amount maximum up to 5%,, all damages including third party damages will be settle by the vendor within the stipulated time frame as mutually agreed upon failing to settle the damages BHEL will settle the damages and recovered the cost from the vendor by deducting the amount from the vendor bill

c) **Successful Bidder** shall be responsible for any loss, theft, damage, harm, injury to the BHEL property, whether movable or immovable. The BHEL shall be entitled to deduct the same from the monthly payments whether payable at that time or in future.

d) In the event of poor performance of services depict at more than two occasions, thereafter each poor performance would be carried a penalty of Rs. 1000/-.

22. Bidder will indemnify BHEL from the consequences arising out of any issues/disputes/violations related to the manpower deployed for providing services on job contract basis. It will be the sole responsibility of the contractor to resolve these issues/disputes without any effect to BHEL.

23. BONUS, PVC & OVER RUN COMPENSATION : NOT APPLICABLE FOR THIS CONTRACT

24. SECURITY DEPOSIT (SD)

- a. The successful bidder, upon acceptance of work order must provide Security Deposit as a security towards fulfilment of any obligations in terms of the provisions of the contract.
- b. The amount of Security Deposit will be 5% of the total contract value including all the applicable taxes and charges. EMD of the successful tenderer shall be converted and adjusted towards the required amount of SD.
- c. The Security Deposit shall be made before the start of work or as per the Letter of Intent or work order.
- d. The Security Deposit shall be deposited in any one of the following forms:-

- i. Cash (As permissible under the extant Income Tax Act).
- ii. Pay order, Demand Draft in favor of 'BHEL' and payable at Bangalore.
- iii. Through SBI Collect Online transaction ( A copy of receipt to be enclosed along with the offer) as per the following steps :-

**SBI E Collect**

- 1 Click on the link: <https://www.onlinesbi.com/prelogin/icollecthome.htm>
  - 2 Agree the terms and condition click on proceed
  - 3 Choose State of Corporate : KARNATAKA
  - 4 Type of Corporate : INDUSTRY
  - 5 Select Industry : BHARAT HEAVY ELECTRICALS LTD
  - 6 Select category : EMPLOYEES / OTHERS
  - 7 Fill the necessary information
  - 8 Make the payment through any net banking/Debit card
  - 9 Download Receipt keep it for reference
- iv. Local cheque of scheduled banks, subject to realization/ Pay order/ Demand draft/ EFT in favor of BHEL.
  - v. Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
  - vi. Fixed Deposit Receipt (FDR) issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the contractor, A/C BHEL
  - vii. Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc. Certificates should be held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged as applicable, in favor of BHEL. (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)
  - viii. Security deposit can also be recovered at the rate of 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. However in such cases at least 50% of the Security Deposit should be DEPOSITED by the contractor before start of the work.
  - ix. EMD of the successful bidder shall be converted and adjusted against the security deposit.
- e. The Security deposit shall not carry any interest.
  - f. The validity of the Bank Guarantee furnished towards Security Deposit under shall be up to the period of completion of work as stipulated in the Letter of Intent + claim period of 6 months and the same shall be kept valid by the bidder by timely renewals till the satisfactory completion of the Guarantee period without any additional cost to BHEL.
  - g. If the value of the work done at any time exceeds the accepted agreement value, the Security Deposit shall be correspondingly enhanced and the extra Security Deposit shall be immediately deposited by the Contractor or recovered from payments due to him/her.
  - h. Failure to deposit the Security Deposit within the stipulated time, may lead to forfeiture of Earnest Money Deposit and Cancellation of the award of work.
  - i. In any part of Security Deposit of the Contractor is held in the form of approved securities, it shall be kept transferred in the name of Bharat Heavy Electricals Limited, in such a manner that the same can be realized fully without referring to the contractor. BHEL shall not be responsible for any depreciation in the value of the Security while in BHEL's custody or for any loss of interest thereon.
  - j. BHEL reserves the right of forfeiture of Security Deposit in addition to other claims and penalties in the event of contractor's failure to fulfill any of the contractual obligations or in the event of termination of contract as per terms

and conditions of contract. BHEL reserves the right to set off the security Deposit, against any claims of any other contracts with BHEL.

- k. RETURN OF SECURITY DEPOSIT: If the contractor fully performs and completes the work in all respects to the entire satisfaction of BHEL, and presents an absolute "No Demand Certificate" and returns properties belonging to BHEL taken, borrowed or hired by him / her for carrying out the said works, 50% of the amount of Security Deposit will be released to the contractor after deducting all costs, expenses and other amounts that are to be paid to BHEL under this or other contracts entered into with contractor. It may be noted, that in no case the Security Deposit shall be refunded / released prior to passing of final bill. Balance half of the amount of Security Deposit will be released only after Three months from release of first 50% of Security Deposit.

25. EARNEST MONEY DEPOSIT (EMD):

The tender must be accompanied by an amount of Rs. 10,000/- (Indian Rupees Ten Thousand only) towards Earnest Money Deposit in any one of the following forms.

- a. By Cash (As permissible under Income Tax Act): The amount should be remitted by the party to the cashier of Bharat Heavy Electricals Limited and cash receipt shall be enclosed along with the tender.
- b. By Pay order or Demand Draft in favor of 'Bharat Heavy Electricals Limited' and payable at Bangalore.
- c. Through SBI Collect Online transaction ( A copy of receipt to be enclosed along with the offer) as per the following steps :-

**SBI E Collect**

- 1 Click on the link: <https://www.onlinesbi.com/prelogin/icollecthome.htm>
- 2 Agree the terms and condition click on proceed
- 3 Choose State of Corporate : KARNATAKA
- 4 Type of Corporate : INDUSTRY
- 5 Select Industry : BHARAT HEAVY ELECTRICALS LTD
- 6 Select category : EMPLOYEES / OTHERS
- 7 Fill the necessary information
- 8 Make the payment through any net banking/Debit card
- 9 Download Receipt keep it for reference.

- d. Tenders received without the requisite Earnest Money in full will not be considered.
- e. The Earnest Money Deposit of the successful bidder will be retained and adjusted towards part of Security Deposit.
- f. In the case of unsuccessful bidders, the Earnest Money will be refunded normally within thirty (30) days of acceptance of award of work by the successful bidder.
- g. The refund of Earnest Money will be through EFT only. Bidders shall submit the 'EFT for as per the [Annexure – 9](#) with correct and complete information
- h. BHEL reserves the right of imposing forfeiture of Earnest Money Deposit on the bidder if:  
a) After opening of Tender and within the offer validity period, the bidder revokes his tender or makes any modification in his tender which is not acceptable to BHEL.  
b) The contractor fails to deposit the required Security Deposit or does not commence the work within the period as per LOI/Contract.
- i. EMD shall not carry any interest

26. Taxes : GST applicable as per the existing rules from time to time.
27. Deviations : Bidders are requested to accept all our terms and conditions without any deviations.
28. Arbitration : Subject to Bangalore Jurisdiction only and other provisions under the Indian Arbitration & Reconciliation Act 1996. All disputes between the parties to the Contract arising out of or in relation to the Contract, other than those for which the decision of BHEL Engineer or any other person is by the Contract expressed to be final and conclusive, shall after



written notice by either party to the Contract to the other party, be referred to sole arbitration of the General Manager or his nominee. The arbitration shall be conducted in accordance with the provisions of the Arbitration and Reconciliation Act, 1996. The parties to the Contract understand and agree that it will be no objection that the General Manager or the person nominated as Arbitrator had earlier in his official capacity to deal directly or indirectly with the matters to which the Contract relates or that in the course of his official duties had expressed views on all or any of the matters in dispute or difference. The award of the Arbitrator shall be final and binding on the parties to this Contract. In the event of the Arbitrator dying, neglecting or refusing to act or resigning or being unable to act for any reason or his award being set aside by the Court for any reason, it shall be lawful for the General Manager or his successor, as the case may be, either to act himself as the Arbitrator or to appoint another Arbitrator in place of the outgoing Arbitrator in the manner aforesaid. The Arbitrator may, from time to time, with the consent of both the parties to the Contract, enlarge the time for making the award. Work under the Contract shall be continued during the arbitration proceedings. The venue of the arbitration shall be the place from which the Contract is issued or such other place as the Arbitrator at his discretion may determine.

29. Commencement of work: Work is to be commenced within one week from the date of Work Order.

Signature of the tenderer.....

Name & address of the tenderer.....

.....

**ANNEXURE - I****CHECKLIST OF DETAILS AND ENCLOSURES.**

**Note: Please fill up the list with details OR select the option with tick mark appropriately. No column should be left blank.**

1.	Name and Address of the Bidder	
2.	Contact Details	Phone No: Mobile no: Fax No.: Email address:
3.	EMD payment details:	Mode of payment: Reference no:
4.	Validity of offer / rates quoted for 90 days from the date of opening of Tender: mentioned in tender document	YES / NO
5.	Offer Forwarding Letter (Annexure-2) enclosed.	YES / NO
6.	No Deviation Certificate (Annexure-3) enclosed	YES / NO
7.	Declaration confirming knowledge about site conditions (Annexure-4) enclosed	YES / NO
8.	Declaration on relations in BHEL (Annexure-5) enclosed	YES / NO
9.	Non-disclosure agreement (Annexure-6) enclosed	YES / NO
10.	Declaration sheet as per as per Annexure-8 enclosed	YES / NO
11.	Copy of PAN No of Tender (Copy of the same to be enclosed)	YES / NO
12.	EFT Form as per Annexure-9 enclosed	YES / NO
13.	GSTIN Copy of the same to be enclosed)	YES / NO
14.	If not registered under GST, undertaking to be submitted that contractor will register and furnish copy of certificate before submitting the first Bill	Acceptable / Not Acceptable
15.	GST Registration no (if applicable)	



16.	GST rate Applicable: - (%)	
17.	Tax quoted in price bid, Tick as applicable with %	IGST Or SGST + CGST Or UTGST + CGST
18.	SAC code	

(Signature, Date & Seal of  
Authorized Representative of the Bidder)

Place:

Date:



ANNEXURE-2

OFFER FORWARDING LETTER / TENDER SUBMISSION LETTER

(To be typed and submitted on the Letter Head of the Company/Firm of Bidder)

-----  
Offer Reference No.: .....

Date: .....

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

**Sub:** Submission of Offer against Tender Reference No.: .....Dated .....

I/We hereby offer to carry out the work detailed in the Tender Specification issued by Bharat Heavy Electricals Limited – Electronics Division, Bangalore, in accordance with the terms and conditions thereof.

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

1. Amendments/Clarifications/Corrigenda/Errata/etc. issued in respect of the Tender documents by BHEL
2. Notice Inviting Tender (NIT)
3. Forms and Procedures
4. Price Bid

Should our Offer be accepted by BHEL for Award, I/we further agree to furnish 'Security Deposit' for the work as provided for in the Tender Conditions within the stipulated time as may be indicated by BHEL.

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

I/We have deposited/depositing herewith the requisite Earnest Money Deposit (EMD) as per details furnished in the Check List.

**Authorized Representative of Bidder**

Signature:

Name:

Address:

Place:

Date:



ANNEXURE-3

NO DEVIATION CERTIFICATE

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

-----  
To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **No Deviation Certificate**

Ref: 1) NIT/Tender Reference No.: ..... Dated .....

2) All other pertinent issues till date.

We hereby confirm that we have not changed/ modified/materially altered any of the tender documents as downloaded from the website and in case of such observance at any stage; it shall be treated as null and void.

We also hereby confirm that we have neither set any Terms and Conditions and nor have we taken any deviation from the Tender conditions together with other references applicable for the above referred NIT/Tender Specification.

We further confirm our unqualified acceptance to all Terms and Conditions of the NIT.

We confirm to have submitted offer in accordance with tender instructions and as per aforesaid references.

Thanking you,

Yours faithfully,

(Signature, date & seal of  
Authorized representative of the bidder)



ANNEXURE-4

**DECLARATION CONFIRMING KNOWLEDGE ABOUT SITE CONDITIONS**

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

---

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration confirming knowledge about Site conditions**

Ref: 1) NIT/Tender Reference No: .....,

2) All other pertinent issues till date

I/We, \_\_\_\_\_ hereby declare and confirm that we have visited the Project Site as referred in BHEL Tender Specifications and acquired full knowledge and information about the Site conditions including Wage structure, Industrial Climate, the Law & Order and other conditions prevalent at and around the Site. We further confirm that the above information is true and correct and we shall not raise any claim of any nature due to lack of knowledge of Site conditions.

I/We, hereby offer to carry out work as detailed in above mentioned Tender Specification, in accordance with Terms & Conditions thereof.

Yours faithfully,

(Signature, Date & Seal of  
Authorized Representative of the Bidder)

Date:

Place:



ANNEXURE-5

DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

-----  
To,  
(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration for relation in BHEL**

Ref: 1) NIT/Tender Reference No.: .....Dated .....

I/We hereby submit the following information pertaining to relation/relatives of Proprietor/Partner(s)/Director(s) employed in BHEL

**Tick (√) any one as applicable:**

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)

(ii)

(Signature, Date & Seal of  
Authorized Representative of the Bidder)

**Note:**

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable against the Bidder/Contractor.



ANNEXURE-6

NON – DISCLOSURE AGREEMENT MEMORANDUM OF UNDERSTANDING

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

BHEL EDN is committed to Information Security Management System as per Information Security Policy.

M/s .....providing.....service to BHEL EDN Bangalore hereby undertake to comply with the following in line with Information Security Policy of BHEL EDN:

- Maintain Confidentiality of Documents & Information which shall be used during the execution of the contract.
- The Documents & Information shall not be revealed to or shared with third party who shall not be in the business interest of BHEL EDN.

*Bidder's Name and Address*

(Signature, Date & Seal of  
Authorized Representative of the Bidder)

Place:

Date:

ANNEXURE-7FORMAT FOR CLAIM FOR REFUND OF SECURITY DEPOSIT

Ref: \_\_\_\_\_

Date: \_\_\_\_\_

Sl. No.	Description	Details / Comments
1	Name of Contract	
2	W.O. No & Date	
3	Contract Agreement & Date	
4	Name of the work undertaken	
5	Date of Commencement of Work	
6	Date of Completion of work	
7	Period of maintenance	
8	Date on which Final bill was paid	
9	Last date of making good the defect during maintenance period	
10	Expenditure incurred by BHEL during the maintenance period, if any recoverable	
11	Date on which security Deposit falls due as per contract	
12	Amount deposited or recovered	
13	Less Amount recoverable (with details)	
13.01	Amount Spent by BHEL on behalf of contractor	
13.02	Payment made on behalf of contractor	
13.03	Court dues / penalties / compensation	
13.04	Other recoveries for services	
13.05	Security Deposit released with final bills	
14	Net Amount recommended for release (12-13)	

**CERTIFICATE TO BE FURNISHED BY CONTRACTOR**

I / We have no claim of demand outstanding against BHEL, Bangalore-560026 for the work done or materials supplied or on any account arising out or connected with the work order mentioned above and the payment of this bill shall in full & final settlement of all my/our claims and demands including the deposits in respect of the contract agreement referred to.

Place: \_\_\_\_\_

Date: \_\_\_\_\_



## CERTIFICATE TO BE FURNISHED BY ENGINEER

Certified that

- The payment recommended for release is in order and that there are no demands other than those included in the claim outstanding from the contract.
- The maintenance period as per the contract agreement is over and the contractor has carried out the works required to be carried out by him during the period of maintenance to our satisfaction and all expenses incurred by the company on carrying out such works have been included for adjustment.
- All other objections raised so far have been settled.
- A note of refund of security deposit has been made in the measurement book and contract agreement / work order.

Date:

Signature of Engineer

## FOR USE OF ACCOUNTS DEPARTMENT

Passed for Rs...../- (Rupees \_\_\_\_\_ only).

Accountant

Accounts officer

## ACKNOWLEDGEMENT BY THE CONTRACTOR

Received Rs...../- (Rupees \_\_\_\_\_ only) in full and final settlement of my / our claim.

Date:

Signature of Contractor



ANNEXURE-8

FORMAT OF DECLARATION TO BE GIVEN WITH FINAL BILL

(To be typed and submitted on the Letter Head of the Company/Firm of Bidder)

Ref:

Date:

To,

BHEL - Electronics Division,  
PB.No.2606, Mysore Road,  
Bangalore – 560026.

**Kind Attention:** .....

Dear Sir / Madam

Ref: Your W.O NO..... Date: .....

This is to certify that:

1. We have made full & final payment (Retrenchment Compensation, One month notice / notice pay in lieu thereof, payment for un availed portion of EL etc. as applicable) to all our workers and as on today nothing is pending / payable to any worker on account of wage & other benefits.
2. We have complied with relevant provisions of employees provident fund and misc. provisions Act 1952 and rules made there under and we have deposited up to date PF contribution under PF code No.:.....
3. No one was injured / died due to accident during the period of contract in the execution of the work and hence no compensation payment is applicable.
4. No labour payment is pending with us.
5. We hereby certify that the work was completed in accordance with terms and conditions of the said work order / award letter and all the particulars as declared above are true to the best of my knowledge & belief.
6. That in case principal employer ..... is held responsible / liable to pay any amount/penalty charge by an order of the court, arbitrator or authority due to acts or omissions of the contractor M/s .....hereby undertakes to indemnify the principal employer to deduct that amount from our bills payable by you in any other contract.
7. No other claims against this contract / work order will be made by..... on BHEL Bangalore.

Thanking You,

Yours Sincerely

Signature of the Contractor



ANNEXURE-9

Electronic Funds Transfer (EFT) 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:

Bank Name:

Bank Address:

Bank Telephone No:

Bank Account No:

Account Type: Savings/Cash Credit

9 Digit Code Number of Bank and branch  
appearing on MICR cheque issued by Bank

Bank swift Code(applicable for EFT only)

Bank IFSC code(applicable for RTGS)

Bank IFSC code(applicable for NEFT)

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.

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.

This authority remains in full force until BHEL, EDN; Bangalore receives written notification requesting a change or cancellation.

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:

Authorized 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 submit completed form along with a blank cancelled cheque or photocopy thereof with your offer.



## SECTION - 4

### SCHEDULE OF PRICE

**Tender reference:** CE/ES/2017-18/12/NTPC-TANDA-II/SSOF/SK    dated: 13/11/2017

**BHEL EDN GSTIN number is 29AAACB4146P1ZB.**

## PRICE BID



Tender reference: CE/ES/2017-18/12/NTPC-TANDA-II/SSOF/SK

Date: - 13.11.2017

Price Format

SI No	Description	Rate for one Un-Skilled worker (Rs)	Rate for one Semi-Skilled worker (Rs)	Rate for one Skilled worker (Rs)
A	B	C	D	E
1.	Basic Pay per month / worker (Basic + VDA):	7400.48	8140.51	9118.66
2.	P F Provident Fund, Employer's Contribution: @ 13.15 % of Basic Pay,	756.13	831.74	931.68
3.	ESI – Employer's contribution :@4.75% of Basic Pay,	273.13	300.44	336.54
4.	Bonus: 8.33% of Rs 7000/- (per Month)	583.10	583.10	583.10
5.	Leave wages (15 Days wages per annum) i.e.1.25 days wages per month Leave wages = 1.25 X Basic,	355.79	391.37	438.40
6.	Sub Total – 1 (Sum of SI. No. 1 to SI. No. 5 above)	9368.62	10247.16	11408.37
7.	Contractor's Service Charge / Month: consider (.....) % of Sub Total SI No 6.			
8.	Sub Total – 2 (Sum per worker / Month = sum of SI. No. 6 & 7)			
9.	Total Salary per month per Worker: (Rounded Off to Nearest Whole Number)			
10.	Total Cost for 18 months per head (SI. No 9 x 18)			
11.	Number of manpower required	4.00	0.00	1.00
12.	Total Value (SI.No.10 x SI. No. 11 above)			
<b>Grand Total for 5(Five) manpower for 18 months - (sl.no. 12C+12D+12E) in Rs Exclusive of GST .....(X)</b>				
<b>Grand Total in Words Rupees:-</b>				

SAC code:-.....

GST Rate in %:- .....

**GST Amount in Rs -(Y):**

**Total Including GST i.e. SUM {(X) + (Y)} Rs:- .....**

**Total Including GST i.e. SUM {(X) + (Y)} in words Rupees .....**

Note:-

1. Rates, Total value & Grand Total value should be exclusive of GST.
2. L1 bidder will be decided on overall least value quoted.
3. GST shall be payable extra by BHEL at the prevailing rates.
4. The Quoted Grand Total shall be in Indian Rupees both in "Figures" and "Words". In case of difference in rates between Words and Figures, THE LESSER OF THE TWO will be treated as valid.
5. The Minimum wages guidelines issued by Government of state of Uttar Pradesh Considered.

Date: - .... / .... / .....

**Signature & Seal of the Bidder**