



ಭಾರತ್ ಹವಿ ಎಲೆಕ್ಟ್ರಿಕಲ್ಸ್ ಲಿಮಿಟೆಡ್
भारत हेवी इलेक्ट्रिकल्स लिमिटेड

Bharat Heavy Electricals Limited

Electronics Division

Mysore Road, Bengaluru – 560 026

Tender Ref. : REF: EDN:515:OS:RC:RT:2019-21 Dt. 10.05.2019

Phone: 080-26998209/26989084

NOTICE INVITING TENDER

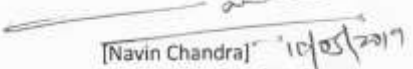
1. Tender Reference : REF: EDN:515:OS:RC:RT:2019-21 Dt. 10.05.2019
2. Name of the work : Making & Supplying of Official Stamps/Seals
3. Duration of Contract : TWO years
4. Type of bid : TWO part bid
5. Approximate value of tender : **Rs. 2,74,876 /-[Rupees Two Lakh Seventy Four Thousand Eight Hundred and Seventy Six Only [PLUS GST]**
6. Last date and time for the Submission of completed tender : **before 03.06.2019 [MONDAY] by 13.00 hours**
7. Date and time for tender opening : At 13:30 hrs. on **03.06.2019 [MONDAY]**
8. Place of submission of completed tender : To be dropped in the **Box No. 12 [HRM]** Tender Box kept in the Reception area at BHEL, Electronics Division, Mysore Road, BENGALURU – 560 026
9. EMD Amount : **5,498/- (Rupees Five Thousand Four Hundred and Ninety Eight only)**

This tender document contains 20 [TWENTY] pages as detailed below:

1. Scope of work and terms & conditions
2. Instructions to tenderer
3. EMD (Annexure I)
4. Security Deposit (Annexure II)
5. Electronic Funds Transfer (EFT) form (Annexure III)
6. Format for Scope of Work (Annexure –IV)
7. Techno-Commercial Bid- (Annexure-V)... [Pg. No. 14 to 16]
8. Price bid (Annexure-VI) ... [Pg. 17 to 20]

Note: The tenderer shall return the duly filled in Tender Documents after affixing signature with seal on all pages.

For Bharat Heavy Electricals Ltd.,


[Navin Chandra] 10/05/2019
Sr. Dy. General Manager /HR-OL

(Signature of the tenderer & official seal)



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SCOPE OF WORK AND TERMS & CONDITIONS

1. NATURE OF WORK:

- a) The work is Rate Contract type in nature for a period of **Two years** from the date of award of Contract.
b) The approved value of the work is Rs. 2,74,876/- [Plus GST]

2. SIZE AND QUALITY OF THE SEALS:

Seals should be of good quality and the sizes should be as per Price bid details.

3. QUALITY & NATURE OF SEALS REQUIRED:

All the Official Seals should be in **three languages i.e. Kannada, Hindi & English** as per our requirement and the Seal impression should be clear and legible. The quality of the seal and its impression on paper should be acceptable to us.

4. DELIVERY SCHEDULE:

Your representative should visit us for collection of the seals requirements.

Before making the seals, proof of each Seal should be checked for any spelling correction from the office of SDGM/HR-OL. After proof acceptance by us the seals should be delivered within **FOUR DAYS**. If any mistake is committed in making the seal, the vendor is wholly responsible for the same and no payment will be made for such rejected seals.

5. PAYMENT TERMS :

Invoice should be submitted to SDGM/HR-OL, along with delivery challan. Payment shall be made after receipt and acceptance of the seals within 30 days from satisfactory submission of bills & supporting documents.

6. SECURITY DEPOSIT:

Successful vendor/s shall make Security Deposit as per **Annexure – II**.

7. FORECLOSURE:

If the service provided by the contractor(s) is not satisfactory, BHEL reserves the right to foreclose the contract by giving 2 months' notice to the contractor(s).

8. EVALUATION:

Evaluation will be made on cost to company.

9. CONFIDENTIALITY:

Vendor/Lessor/service provider shall, at all times, undertake to maintain complete confidentiality of all data, information, software, drawings & documents, etc. belonging to the BHEL and also of the Systems, procedures, reports, input documents, manuals, results and any other company documents discussed and/or finalized during the course of execution of the order/contract. A third party non-disclosure agreement has to be submitted in BHEL standard format.

10. ACCEPTANCE OF ORDER:

Letter of acceptance of the Work Order along with Security Deposit is to be submitted within ONE week of receipt of Work Order.

11. FRAUD PREVENTION:

The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

(Signature of the tenderer & official seal)



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12. ARBITRATION & CONCILIATION

12.1: Conciliation

12.1.1: If at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the Contract/Order, which the Parties are unable to settle mutually, arise inter-se the Parties, the same may be referred by either Party to Conciliation to be conducted through Independent Experts Committee (IEC) to be appointed by competent authority of the Buyer from the BHEL Panel of Conciliators.

Notes:

1. No serving or a retired employee of BHEL/Administrative Ministry of BHEL shall be included in the BHEL Panel of Conciliators.
2. Any other person(s) can be appointed as Conciliator(s) who is/are mutually agreeable to both the parties from outside the BHEL Panel of Conciliators.

12.1.2 The proceedings of Conciliation shall broadly be governed by Part-III of the Arbitration & Conciliation Act, 1996 or any statutory modification thereof and as provided in Procedure to these Conditions (Annexure II to GCC). The Procedure together with its Formats will be treated as if the same is part and parcel hereof and shall be as effectual as if set out herein in these Conditions.

12.1.3 The Seller agrees that the Buyer may make any amendments or modifications to the provisions stipulated in the Procedure to these Conditions (Annexure II to GCC) from time to time and confirms that it shall be bound by such amended or modified provisions of the Procedure (Annexure II to GCC) with effect from the date as intimated to the Seller by the Buyer.

12.2: Arbitration

With a Sole Arbitrator:

12.2.1 Except as provided elsewhere in this Contract, in case Parties are unable to reach amicable settlement (whether by Conciliation to be conducted as provided in Clause 23.1 herein above or otherwise) in respect of any dispute or difference; arising out of the formation, breach, termination, validity or execution of the Contract; or, the respective rights and liabilities of the Parties; or, in relation to interpretation of any provision of the Contract; or, in any manner touching upon the Contract (hereinafter referred to as the '**Dispute**'), then, either Party may, commence arbitration in respect of such Dispute by issuance of a notice in terms of section 21 of the Arbitration & Conciliation Act, 1996 (hereinafter referred to as the '**Notice**'). The Notice shall contain the particulars of all claims to be referred to arbitration in sufficient detail and shall also indicate the monetary amount of such claim. The arbitration shall be conducted by a sole arbitrator to be appointed by the Head of the BHEL Unit/Division/Business Group issuing the Contract within 45 days of receipt of the complete Notice in terms of this Clause.

12.2.2 The language of arbitration shall be English. The Arbitrator/Arbitral Tribunal shall pass a reasoned award.

(Signature of the tenderer & official seal)



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- 12.2.3 The cost of arbitration shall initially be borne equally by the Parties subject to the final apportionment of the cost of the arbitration in the award of the Arbitrator(s).
- 12.2.4 Subject as aforesaid, the provisions of Arbitration and Conciliation Act 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder as in force from time to time shall apply to the arbitration proceedings under this clause. The seat of arbitration shall be the place from where the contract is issued.
- 12.2.5 Notwithstanding the existence or any dispute or differences and/or reference for the arbitration, the Contractor shall proceed with and continue without hindrance the performance of its obligations under this Contract with due diligence and expedition in a professional manner except where the Contract has been terminated by either Party in terms of this Contract.
- 12.3: IN CASE OF CONTRACT WITH PUBLIC SECTOR ENTERPRISE (PSE) OR A GOVERNMENT DEPARTMENT, THE FOLLOWING SHALL BE APPLICABLE:**
- 12.3.1 In the event of any dispute or difference relating to the interpretation and application of the provisions of the commercial Contract between Central Public Sector Enterprises (CPSEs)/Port Trusts inter-se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning railways, Income Tax, Customs and Excise Departments), such dispute or difference shall be taken up by either party for resolution through Administrative Mechanism for Resolution of CPSEs Disputes (AMRCD) as mentioned in Department of Public Enterprises (DPE) Office Memorandum No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22-05-2018 as amended from time to time."
- 13. FORCE MAJEURE:**
Vendor/Lessor shall not be responsible for delay in delivery resulting from acts/events beyond his control provided notice of the happening of any such act/event is given by the Vendor/Lessor to the Purchaser/Lessee within 15 days from the date of its occurrence. Such acts/events shall include but not be limited to acts of God, war, floods, earthquakes, strikes, lockouts, epidemics, riots, fire or Governmental regulations superimposed after the date of order/contract, which render normal delivery as envisaged in the contract impossible.
- 14. SUB-CONTRACTING:**
Order/contract or any part thereof shall not be sub-contracted, assigned or otherwise transferred without prior written consent of the Purchaser/Lessee which will not be unreasonably withheld.
- 15. RISK PURCHASE:**
Purchaser/Lessee shall reserve the right to purchase from elsewhere at the risk and cost of the Vendor/Lessor, either the whole or part of the systems/goods, which the Vendor/Lessor has failed to deliver within the stipulated delivery period or if the same were not available, the best and the nearest available substitute(s) thereof. The Vendor/Lessor would be liable to compensate the Purchaser/Lessee for any loss, which the Purchaser/Lessee may sustain by reason of such purchase.

(Signature of the tenderer & official seal)



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THIRD PARTY NON-DISCLOSURE AGREEMENT

I, _____, on behalf of the _____ (Name of Company), acknowledge that the information received or generated, directly or indirectly, while working with BHEL on contract is confidential and that the nature of the business of the BHEL is such that the following conditions are reasonable, and therefore:

I warrant and agree as follows:

I, or any other personnel employed or engaged by our company, agree not to disclose, directly or indirectly, any information related to the BHEL without restricting the generality of the foregoing, it is agreed that we will not disclose such information consisting but not necessarily limited to:

- Technical information: Methods, drawings, processes, formulae, compositions, systems, techniques, inventions, computer programs/data/configuration and research projects.
- Business information: Customer lists, project schedules, pricing data, estimates, financial or marketing data,

On conclusion of contract, I, or any other personnel employed or engaged by our company shall return to BHEL all documents and property of BHEL, including but not necessarily limited to: drawings, blueprints, reports, manuals, computer programs/data/configuration, and all other materials and all copies thereof relating in any way to BHEL's business, or in any way obtained by me during the course of contract. I further agree that I, or any others employed/engaged by our company shall not retain copies, notes or abstracts of the foregoing.

This obligation of confidence shall continue after the conclusion of the contract also.

I acknowledge that the aforesaid restrictions are necessary and fundamental to the business of the BHEL, and are reasonable given the nature of the business carried on by the BHEL. I agree that this agreement shall be governed by and construed in accordance with the laws of country.

I enter into this agreement totally voluntarily, with full knowledge of its meaning, and without duress.

Dated at (Place) _____, this ____ day of ____, 2019

Name :

Company :

Signature :

(Signature of the tenderer & official seal)



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INSTRUCTIONS TO TENDERERS

1. The offer shall be submitted in **TWO** separate **sealed** envelopes, as follows:
Envelope 1- To be marked as '**Techno commercial bid**' and it should contain the entire Tender Document along with all relevant supporting documents, **EMD and 'Techno commercial bid' (Except Price bid) duly filled in and it should have signature & seal affixed on all the pages.**
Envelope 2 - To be marked as '**PRICE BID**' and it should contain '**Price Bid**' only. The '**Price Bid**' should be **duly filled in and it should have signature & seal affixed on all the pages.**
Envelope 3 - The above **two** sealed envelopes should be put in a **third** envelop & this outer (third) envelope should have address of Tenderer and it should be super scribed with **tender reference, name of work and tender opening date and then it should be sealed properly .**
2. The EMD amount has to be submitted along with the techno commercial bid. (for details pl. see EMD clause)
3. Tender should be addressed to **the Senior Deputy General Manager (HR-OL), Electronics Division, Bharat Heavy Electricals Limited, Mysore Road, Bengaluru – 560 026.** The full name and address of the tenderer, name of the work and date of tender opening should be indicated on the Tender cover [Outer cover].
4. All entries in the tender documents should be in one ink. Erasures and over writing are not permitted. All cancellations and insertions should be duly signed by the tenderer concerned with proper indication of the name, designation and address of the person signing.
5. Tenderers shall fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign each and every page of the tender document before submitting tender.
6. Price should be quoted in figures as well as in words in Indian Currency only, i.e. Rupees and Paisa.
7. In case the rate quoted in figures differ from those quoted in words, the lower of the rates will be taken as the tendered rate and shall be binding on the tenderers.
8. (a) The rates quoted in the tender shall remain valid for a period of '**THREE MONTHS**' from the date of opening of tender.
(b) Tenderer shall not increase their quoted rates, once the tenderer has submitted his quotation and during execution of the entire contract period in case his tender is accepted.
9. Please note that the tender will be opened in the presence of the tenderer or his/her authorized representatives (maximum two per organization) who choose to be present with authorization letters. If in any case, the date of tender opening falls on Holiday, the tender will be opened on the next working day.
10. The BHARAT HEAVY ELECTRICALS LIMITED reserve the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason thereof.
11. Conditional and unsigned tenders: Tenders containing absurd rates and amounts, tenders which are incomplete or otherwise considered defective, tenders which are not in accordance with the tender conditions laid down by the Accepting Officer and tenders not submitted in the prescribed forms are liable to be rejected.
12. The Contractor's responsibility under this contract shall commence from the date of receipt of the order or acceptance of the tender.
13. Any covering letter and comments of the Contractor should be submitted in duplicate along with the offer.

(Signature of the tenderer & official seal)



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14. Wherever, GST is applicable

- (i) The Tenderers shall furnish the GST Registration Number in their offer.
- (ii) If the Tenderer is not having GST Registration Number, he shall submit an undertaking to the effect that:
 - (a) In case he is awarded the contract, he shall register with GST Authorities and furnish the Registration Number before commencement of work. **OR**
 - (b) His turnover value is below the threshold limit prescribed by the GST Act and in case he is awarded the contract, whenever his turnover crosses the threshold limit at any time during the execution of the contract, he shall forthwith register with GST Authorities and furnish the Registration Number to BHEL. (This sub-clause is NOT applicable where the taxable turnover of the present tender is above the prescribed threshold limit).
- (iii) Any offer not complying with the above clauses is liable to be rejected.
- (iv) The above clauses apply even where the price quoted is “inclusive of taxes”.
- (v) If the GST Registration Number is not furnished to BHEL before the first bill is submitted (except as provided in clause **(ii)b.** above), the bills will not be passed (even if the price is “inclusive of taxes”).
- (vi) In case of contracts involving multiple bills, every bill (commencing with the 2nd bill) shall be accompanied with a declaration that the contractor has discharged his tax liability on the earlier bill (i) by paying the money to the Government (along with Challan details) or (ii) by utilization of input GST Credit available with him or (iii) being exempt as his turnover continues to be below the threshold limit. In the absence of such a declaration, the bill shall not be passed.
- (vii) In case of contracts involving a single bill, the bill shall be accompanied with an undertaking that the contractor shall discharge his tax liability on that bill as per law.
- (viii) TDS AS PER GST ACT will be applicable.**

(Signature of the tenderer & official seal)



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GENERAL CONDITIONS OF CONTRACT

It is hereby agreed by me/us that the BHEL General Conditions of Contract including subsequent amendments/additions/deletions to clauses if any, and conditions pertaining the settlement of disputes by Arbitration form an integral part of the tender documents and that the tender submitted by me/us is subject to the aforesaid BHEL General Conditions of Contract which has been read and accepted by me/us.

(Signature of the tenderer & official seal)



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Annexure – I

Earnest Money Deposit (EMD): EMD is to be paid by tenderers for securing fulfilment of any obligations in terms of the NIT.

Modes of deposit

The EMD may be accepted only in the following forms:

(i) **Thr' SBI E Collect** as per the below details:

- 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 Seals
- 9 Download Receipt keep it for reference & attach a copy along with offer.

Please note that no charges are levied for the transactions.

(ii) **Electronic Fund Transfer credited in BHEL account (before tender opening)**

CITI BANK NA

M. G. ROAD Branch

BENGALURU – 560 001

A/C No. BHEDWSB _____ (VENDOR CODE) (No Spaces in A/c Number)

IFSC CODE : CITI00000004 (SIX ZEROS, TOTAL 11 DIGIT)

Type of Account : CURRENT

Account Holder : Bharat Heavy Electricals Ltd.,

(iii) **Banker's cheque/ Pay order/ Demand draft, in favour of BHEL (along with offer)**

Forfeiture of EMD

EMD by the Tenderer will be forfeited as per NIT conditions, if:

- (i) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
- ii) The Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/Contract.

EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with Suppliers/contractors" and forfeited/ released based on the action as determined under these guidelines.

EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of award of work.

In case of expiry of offer validity period or any other circumstances, EMD can be released with the approval of Head of Contracting dept., not below the rank of AGM.

EMD shall not carry any interest.

EMD of successful tenderer will be retained as part of Security Deposit

(Signature of the tenderer & official seal)



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Annexure – II

Security Deposit

Security Deposit means the security provided by the Contractor towards fulfilment of any obligations in terms of the provisions of the contract. The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.

Modes of deposit:

The balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms:

- (i) Cash (as permissible under the extant Income Tax Act)
- ii) Local cheques of Scheduled Banks (subject to realization)/Pay Order/Demand Draft/ Electronic Fund Transfer in favor of BHEL
- iii) Bank Guarantee from Scheduled Banks/Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- iv) Fixed Deposit Receipt issued by Scheduled Banks/Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)
- v) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/hypothecated/pledged, as applicable, in favour of BHEL)

(Note: 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)

Collection of Security:

At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 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. If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor.

The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work.

Note: In case of (a) small value contracts not exceeding Rs. 20 lakhs or (b) SAS jobs, work can be started before the required Security Deposit is collected. However, payment can be released only after collection/recovery of initial 50% Security Deposit).

Security Deposit shall be released to the Contractor upon fulfilment of contractual obligations as per terms of the contract.

The Security Deposit shall not carry any interest.

(Signature of the tenderer & official seal)



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Electronic Funds Transfer (EFT) OR

Annexure-III

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:

1 Bank Name:

2 Bank Address:

3 Bank Telephone No:

4 Bank Account No:

5 Account Type: Savings/Cash Credit

6 9 Digit Code Number of Bank and branch
appearing on MICR cheque issued by Bank

7 Bank swift Code(applicable for EFT only)

8 Bank IFSC code(applicable for RTGS)

9 Bank IFSC code(applicable for NEFT)

A 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 authorize BHEL, EDN,
Bengaluru to electronically deposit payments to the designated bank account.

B 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.

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

D 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:

Authorised Signatory:

Designation:

Company Seal

Telephone NO. with STD Code

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 return completed form along with a blank cancelled cheque or photocopy thereof to:

Bharat Heavy Electricals Ltd,
Electronics Division BENGALURU - 5600 26

(Signature of the tenderer & official seal)



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Electronics Division

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Tender Ref. : REF: EDN:515:OS:RC:RT:2019-21 Dt. 10.05.2019

Annexure – IV

Format for Scope of Work

S.N	Description	Agreed Yes/NO
1	Size and Quality of the Seals: The Seals should be of good quality and Correct size.	
2	Quality & Nature of Seal Impression required: Impression of the seals should be clear and legible and in three languages (Kannada, Hindi & English) as directed by SDGM/HR-OL.	
3	Delivery Schedule : Your representative should visit us for collection of seals requirements. Before making, proof of each seal should be checked for any spelling correction from the office of SDGM/HR-OL. After proof acceptance, the seals should be delivered within Four Days. If any mistake is committed in the seal(s), the Vendor is wholly responsible for the same and no payment will be made for such rejected Seals.	
4	Foreclosure: If the services provided by the contractor/s is not satisfactory, BHEL reserves the right to foreclose the contract by giving 2 months' notice to the contractor/s.	
5	Confidentiality: Vendor/Lessor/service provider shall, at all times, undertake to maintain complete confidentiality of all data, information, software, drawings & documents, etc. belonging to the BHEL and also of the Systems, procedures, reports, input documents, manuals, results and any other company documents discussed and/or finalized during the course of execution of the order/contract. A third party non-disclosure agreement has to be submitted in BHEL standard format.	

Declaration:- I/We _____ have gone through the terms and conditions of this tender No. _____ and undertake to accept the terms and conditions contract if the contract is awarded to us.

(Signature of the tenderer & official seal)



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Bharat Heavy Electricals Limited

Electronics Division

Mysore Road, Bengaluru – 560 026

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Instructions for filling up Techno-Commercial Bid

Important Note:

1. Please read 'Instruction to tenderers' and 'Terms & Conditions of Contract' before filling up this form.
2. Attach documentary evidences wherever asked for.
3. Please fill up the format in all respects with signature on each page.
4. If the space provided in format is not sufficient, please provide the information in a separate sheet.
5. Techno-Commercial Bid shall be filled and submitted as detailed under '**Instruction to tenderers.**'
[Pg. 6]
6. Those tenderers who are qualified in 'Techno-Commercial Bid' alone will be considered for opening of 'Price Bid.

(Signature of the tenderer & official seal)



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Annexure – V

Part-A

Techno-Commercial Bid

a. Information Part

01.	Name of the Work	Making & Supplying of Official Stamps/Seals.
02.	Name of the Firm	
03.	Whether Proprietorship/ Partnership/ Ltd. Company/ Others.	
04.	Address of the Firm with Telephone / Fax No. and email id:	
05.	Details of the Proprietor / Partners / Directors <i>Name, Position, Address & Contact No.</i>	
06.	Details of the contact person for the firm <i>Name, Address (Office & Residential), contact no. and email id:</i>	
07.	Experience Details	
	Name(s) of the Clients	

(Signature of the tenderer & official seal)



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b. Essential Criteria For Techno - Commercial Acceptance of Bid

Sl. No	Particulars	Details
1	Scope of the contract	Understood / Not Understood
2	PAYMENT TERMS : Invoice (in two copies) should be submitted to SDGM/HR-OL, along with delivery challan. Payment shall be made within 30 days from the date of receipt and acceptance of the seals.	Acceptable/Not Acceptable
3	Details of Firm Registration (Copy of the valid certificate needs to be enclosed. Proper justification should be given if Not Applicable)	Enclosed/Not enclosed/NA
4	The average turnover of the Firm for last three years	: 2018-19 : 2017-18 : 2016-17
5	Details of the successfully completed similar works during the last 7 years Three similar completed works (each not less than Rs. 1.09 Lakhs), OR Two similar completed works (each not less than Rs. 1.37 Lakhs), OR One similar completed work (not less than Rs. 2.19 Lakhs) (copy of work completion certificate shall be enclosed)	Three similar works enclosed 1. Rs..... 2. Rs..... 3. Rs..... [or] Two similar works enclosed 1. Rs..... 2. Rs..... [or] One similar work enclosed 1. Rs..... Enclosed/Not enclosed
6	Whether Earnest Money Deposit enclosed EMD of 5,498/- (Rupees Five Thousand Four Hundred and Ninety Eight only) shall be submitted by way of Demand Draft/Pay Order/Cash (as permissible under Income Tax Act) only from any nationalized Bank or from a scheduled Bank drawn in favor of Bharat Heavy Electricals Ltd. – Electronics Division, Mysore Road, Bengaluru.	Enclosed / Not enclosed Demand Draft / Pay Order OR SBI Collect

(Signature of the tenderer & official seal)



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Sl. No	Particulars	Details
7	Whether agreeable to submit security deposit as per Annexure- II	Acceptable/Not Acceptable
9	Whether the firm has GST registration? (Copy of the valid certificate* needs to be enclosed. Proper justification should be given if Not Applicable)	Yes / No Regn. No. Enclosed* /Not enclosed*
12	Whether the firm/tenderer possesses PAN No. (A copy of PAN Card shall be enclosed)	Yes/No PAN No. Enclosed/Not enclosed

Note: - If any of the above mentioned criteria (Essential Criteria for Techno-Commercial Acceptance of Bid) is not met, the tender will be rejected.

Declaration:

I/We hereby declare that I/We have not been banned/de-listed by any Government Department/Financial Institution/Court.

I/We further declare that the information provided above is true

I/we understand that if the above information found incorrect the bid will be rejected at the discretion of BHEL.

Signature
(Name of the tenderer & official seal)

Place:

Date:

(Signature of the tenderer & official seal)



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Annexure - VI

PART B
PRICE BID

Ref: EDN:515:OS:RC:RT :2019-21

Date:18.02.2019

**1. Quotation for Making and supplying of Official Stamps/Seals -
Square/Rectangular/Circular/Oval**

SL No	Size in Millimetres	Pre-ink Seal		Polymer Seal		Tax[GST] Rate (%age)
		Code	Rate in Rs. [Excluding GST]	Code	Rate in Rs. [Excluding GST]	
1	12 x 38	PIS01		PLS01		
2	12 x 50	PIS02		PLS02		
3	12 x 63	PIS03		PLS03		
4	12 x 76	PIS04		PLS04		
5	19 x 38	PIS05		PLS05		
6	19 x 50	PIS06		PLS06		
7	19 x 63	PIS07		PLS07		
8	19 x 76	PIS08		PLS08		
9	25 x 25	PIS09		PLS09		
10	26 x 26	PIS10		PLS10		
11	26 x 38	PIS11		PLS11		
12	26 x 50	PIS12		PLS12		
13	26 x 63	PIS13		PLS13		
14	26 x 76	PIS14		PLS14		
15	29 x 29	PIS15		PLS15		
16	33 x 33	PIS16		PLS16		
17	33 x 38	PIS17		PLS17		
18	33 x 50	PIS18		PLS18		
19	33 x 63	PIS19		PLS19		
20	33 x 76	PIS20		PLS20		
21	37 x 13	PIS21		PLS21		
22	38 x 12	PIS22		PLS22		
23	38 x 38	PIS23		PLS23		
24	38 x 50	PIS24		PLS24		
25	38 x 63	PIS25		PLS25		
26	38 x 76	PIS26		PLS26		
27	42 x 10	PIS27		PLS27		
28	42 x 18	PIS28		PLS28		
29	43 x 28	PIS29		PLS29		

(Signature of the tenderer & official seal)



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**(1) Quotation for Making and supplying of Official Stamps/Seals -
Square/Rectangular/Circular/Oval**

SL No	Size in Millimetres	Pre-ink Seal		Polymer Seal		Tax[GST] Rate (%age)
		Code	Rate in Rs. [Excluding GST]	Code	Rate in Rs. [Excluding GST]	
30	42 x 42	PIS30		PLS30		
31	46 x 17	PIS31		PLS31		
32	49 x 39	PIS32		PLS32		
33	50 x 12	PIS33		PLS33		
34	50 x 30	PIS34		PLS34		
35	50 x 40	PIS35		PLS35		
36	53 x 34	PIS36		PLS36		
37	58 x 22	PIS37		PLS37		
38	58 x 38	PIS38		PLS38		
39	62 x 7	PIS39		PLS39		
40	62 x 10	PIS40		PLS40		
41	62 x 19	PIS41		PLS41		
42	62 x 20	PIS42		PLS42		
43	62 x 22	PIS43		PLS43		
44	62 x 27	PIS44		PLS44		
45	68 x 29	PIS45		PLS45		
46	70 x 33	PIS46		PLS46		
47	72 x 22	PIS47		PLS47		
48	72 x 38	PIS48		PLS48		
49	74 x 14	PIS49		PLS49		
50	75 x 19	PIS50		PLS50		
51	75 x 26	PIS51		PLS51		
52	75 x 36	PIS52		PLS52		
53	75 x 45	PIS53		PLS53		

(Signature of the tenderer & official seal)



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(2) Quotation for Making and supplying of Official Stamps/Seals - Square/Rectangular/Circular/Oval

SL No	Size in Millimetres	Pre-ink Seal		Polymer Seal		Tax[GST] Rate (%age)
		Code	Rate in Rs. [Excluding GST]	Code	Rate in Rs. [Excluding GST]	
1	10 mm dia	PIC01		PLC01		
2	11 mm dia	PIC02		PLC02		
3	18 mm dia	PIC03		PLC03		
4	23 mm dia	PIC04		PLC04		
5	25 mm dia	PIC05		PLC05		
6	29 mm dia	PIC06		PLC06		
7	1.5 Inch dia	PIC07		PLC07		
8	1 Inch oval	PIC08		PLC08		
9	39 mm dia	PIC09		PLC09		
10	53 mm oval	PIC10		PLC10		
3. Date and Number Stamps/Seals						
SL No	Size Millimetres	Pre-ink Seal		Polymer Seal		
		Code	Rate in Rs. [Excluding GST]	Code	Rate in Rs. [Excluding GST]	
1	Date (Plain)	PID01		PLD01		
2	Date with matter 41 x 24 mm	PID02		PLD02		
3	Date with matter 50 x 30 mm	PID03		PLD03		
4	Date with matter 56 x 33 mm	PID04		PLD04		
5	Date with matter 64 x 40 mm	PID05		PLD05		
6	Number stamp 8 Digit 4mm	PIN01		PLN01		
7	Number stamp 9 Digit 4mm	PIN02		PLN02		
8	Number stamp 13 Digit 4mm	PIN03		PLN03		
9	Number stamp 18 Digit 4mm	PIN04		PLN04		
10	Number stamp 8 Digit 5mm	PIN05		PLN05		
11	Number stamp 9 Digit 5mm	PIN06		PLN06		
12	Number stamp 13 Digit 5mm	PIN07		PLN07		
13	Number stamp 18 Digit 5mm	PIN08		PLN08		

(Signature of the tenderer & official seal)



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**4. Quotation for Making and supplying of Official Stamps/Seals -
Square/Rectangular/Circular/Oval**

Circle/Oval type						
SL N o	Size in Millimetres	Pre-ink Seal		Polymer Seal		Tax[GST] Rate (%age)
		Code	Rate in Rs. [Excluding GST].	Code	Rate in Rs. [Excluding GST]	
1	Date (Plain)	PCD01		DCP01		
2	Date with matter 3 mm	PCD02		DCP02		
3	Date with matter 4 mm	PCD03		DCP03		
4	Date with matter 32 x 32 mm	PCD04		DCP04		
5	Date with matter 42 x 42 mm	PCD05		DCP05		
6	Number stamp 8 Digit 4mm	PCN01		DCN01		
7	Number stamp 9 Digit 4mm	PCN02		DCN02		
8	Number stamp 13 Digit 4mm	PCN03		DCN03		
9	Number stamp 18 Digit 4mm	PCN04		DCN04		
10	Number stamp 8 Digit 5mm	PCN05		DCN05		
11	Number stamp 9 Digit 5mm	PCN06		DCN06		
12	Number stamp 13 Digit 5mm	PCN07		DCN07		
13	Number stamp 18 Digit 5mm	PCN08		DCN08		

(Signature of the tenderer & official seal)