



BHARAT HEAVY ELECTRICALS LTD.
CENTRAL FOUNDRY FORGE PLANT RANIPUR, HARDWAR
MAINTENANCE & SERVICES - CRANE MAINTENANCE

NOTICE INVITING TENDER

Date: 07.09.2016

Sealed tenders are invited in two parts i.e. (i) Techno- Commercial Offer and (ii) Price Bid, through registered post / speed post/ courier/ by hand on or before **29.09.2016 up to 01:30 PM** from **parties meeting the qualifying criteria** for the under-mentioned work. Tender documents can be downloaded from the tenders section of the website of BHEL: www.bhelhwr.co.in & www.bhel.com.

Last date of **DOWNLOAD** of tender : **29.09.2016 up to 01:00 P.M.**
Last date of **SUBMISSION** of tender : **29.09.2016 at 01:30 P.M.**
Date of **OPENING** tender : **29.09.2016 at 02:00 P.M.**
Place of **SUBMISSION** of tender : **Tender Room,
Administrative Building
CFFP, BHEL, Haridwar.**

The party must submit documentary proof of meeting the qualifying requirements mentioned below in **Pre-Qualification Criteria (Annexure-I)** in "Techno-Commercial envelope". **Parties are required to ensure at their end that tender documents complete in all aspects reaches in CFFP on or before tender opening date and time without any plea of delay on any account.**

For more details, please visit our website www.bhelhwr.co.in or may contact on:
01334-284093, +91-7408408831, e-mail: arpitg@bhelhwr.co.in.

Tender no. & date	Name of work	Estimated cost for two years	Earnest Money	Period of work	Tender Cost
FF/16/MCR/RV/AM/01 dt. 07.09.2016	Annual Maintenance Contract of all 61 nos. EOT cranes including Turning Gears, DSL, RRC, Load Cells & PDBs in CFFP	Rs. 184.16 Lakhs (including PF, ESI, Bonus & leave etc.)	Rs. 2.00 Lakhs	02 Years	NIL

The contract agreement will be executed for 02 years i.e. 2016-2018.

Note:

1. Earnest money must be submitted in separate along with Techno-Commercial offer.
2. BHEL reserves the right to accept or reject any / all application(s) without assigning any reason thereof.
3. If any document(s) submitted by vendor is/are found false at any stage, the tender (offer) will be cancelled immediately and suitable action, as deemed fit, will be taken against the vendor.
4. BHEL will not be responsible for the loss or delay of tenders in transit in any case.
5. All further corrigenda, addenda, amendments, time extensions, clarifications etc. to the tender, if any, shall be hosted only on our website.
6. This tender notice is accompanied by 4 annexures, namely:
Annexure – A: Pre-Qualification Criteria
Annexure – B: Detailed Scope of Work, T&C
Annexure – C: List of Cranes
Annexure – D: Price Bid (Priced/Un-priced)

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)



**BHARAT HEAVY ELECTRICALS LTD.
CENTRAL FOUNDRY FORGE PLANT RANIPUR, HARDWAR
MAINTENANCE & SERVICES - CRANE MAINTENANCE**

SPECIAL INSTRUCTIONS

1. Kindly read this set of special instructions carefully before filling up the tender form.
2. Pre-qualification requirements placed at Annexure A must be fulfilled by the vendor to participate in the tender and submitted along with the Techno-Commercial bid.
3. The bidders are to submit the tender form along with all annexures as well as this set of special instructions, all pages duly signed.
4. The tender is to be submitted in two parts; viz.:
 - a) Techno-commercial bid, and
 - b) Price Bid
5. Both the techno-commercial bid and the price bid are to be placed separately in duly sealed envelopes, super scribed – “Techno-commercial bid for tender no. FF:16:MCR:RV:AM:01” and “Price Bid for tender no. FF:16:MCR:RV:AM:01”, respectively. The two envelopes are to be placed in a common envelop super scribed “Tender for tender no. FF:16:MCR:RV:AM:01”. The techno-commercial bid must also contain an un-priced copy of the price bid.
6. Only the techno-commercial bid will be opened on the day of tender opening. The priced bid will be opened only if techno-commercial bid(s) are found technically suitable & acceptable. The date of opening of the price bid(s) will be intimated to all bidders found technically suitable and acceptable bidders at a suitable time.
7. Once the price bids are opened and accepted by BHEL, the same cannot be withdrawn by the bidder for whatsoever reasons. In case a bidder withdraws (or attempts to) his/her/their tender, suitable action may be taken by BHEL as deemed fit.

If there is a difference found in the figures & words of the offered price, the price given in the words will be considered.

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

Annexure – A: Pre – Qualification Criteria

(To be submitted in separate envelope with technical offer)

NOTE: AMC is required for the Cranes installed for Foundry & Forge Operations hence vendor is advised to understand the nature of work & work area before quoting.

S. No.	Details of Criteria	Documents to be submitted	Vendor's response (Yes/No)
1	Average annual financial turnover during the last 3 years ending 31 st March of the previous financial year should be at least Rs. 55.25 lakhs	Audited balance sheet clearly indicating the turnover	
2	Experience of having successfully completed similar works (as defined at S. No. 4) during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following: a. Three similar completed works costing not less than the amount equal to Rs. 73.67 lakhs OR b. Two similar completed works costing not less than the amount equal to Rs. 92.1 lakhs OR c. One similar completed work costing not less than the amount equal to Rs. 147.33 lakhs	Copy/copies of Work Order on the letterhead of the customer clearly specifying the address and contact details of the customer for verification purpose.	
3	Total work experience for similar work in last 10 years must not be less than 7 years	Copies of work orders to be submitted	
4	Similar work means annual maintenance of EOT Cranes, Turning Gear with RRC (Radio Remote Control) of at least 50 Nos. of EOT Cranes at one location (of which at least 4 EOT Cranes must be of capacity 100 T and above , at least 5 EOT Cranes must be of capacity more than or equal to 50 T but less than 100 T and at least 20 EOT cranes must be of capacity more than 10 T but less than 50 T)	Crane list as per work order is to be enclosed	
5	Performance certificate of all the work orders submitted against #2 above, from customer(s) claiming satisfactory performance of crane maintenance work	Performance certificate(s) on the letterhead(s) of customer(s) clearly indicating their name, address, telephone no. and email id	

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

6	PF Code No.	Proving document	
7	ESI Code No.	Proving document	
8	Service Tax Registration No.	Proving document	
9	Income tax PAN No.	Proving document	
10	Valid Labour License from Labour Commissioner, Dehradun. <i>(If not available then an undertaking to submit the same within 15 days after receipt of award letter)</i>	Proving document / Undertaking	
11	Submitted Earnest Money (in separate)	Cash receipt/pay order/DD or relevant certificate for exemption	
12	Validity of offer should be 120 days from the date of opening of tender	Compliance document	
13	<p>Price Bid may be opened through Reverse Auction (RA). Training and other details shall be intimated at appropriate time. RA shall free of cost to vendor.</p> <p>Note: In case CFFP BHEL Hardwar intends to open Price Bid through RA then vendor who are not agreeing their offer may not be considered for further processing and termed unacceptable.</p>	Compliance document	

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

Annexure – B: Detailed Scope of Work, Terms & Conditions

DETAILED SCOPE OF WORK

A. Preventive & Breakdown maintenance

1. One work center should be supervised by competent supervisor(s) for carrying out day-to-day breakdown maintenance, backlog clearance and scheduled preventive maintenance work.
2. The work mainly comprises of preventive & breakdown maintenance of all 61 nos. EOT crane with Turning Gear, Radio Remote Control System and Load Cell for maintaining them in trouble free operating condition throughout the contractual period.
3. Attending of all complaints, received in writing/ telephonically/verbal/on-line of the cranes, turnings gears and radio remote control system under contract in all 3 shifts, timely.
4. Preventive maintenance of all 61 nos. of cranes should be done as per check list, once every six months; check list should be filled up by the person himself while carrying out the work at site.
5. Total numbers of EOT cranes presently are around 61. Any additional crane(s) if added during the contract period will also be covered automatically under the purview of this contract.
6. Breakdown maintenance of all Cranes including Turnings Gear, load cell and radio remote control system in all 3 shifts during all working days including Sundays/Holidays.
7. Miscellaneous work such as transportation of spares to site, cleaning, sorting, handling and upkeep of stores, salvaging/repair of crane spares, cleaning of crane girders, fixing and alignment of crane rails and painting work of cranes as and when required by BHEL.
8. Minor reconditioning work of EOT cranes with capacity less than or equal to 10 T. the scope of reconditioning shall be jointly prepared by the contractor and BHEL. BHEL shall supply the material for reconditioning.
9. Supervision work related to crane maintenance.

B. Execution of work

1. Contractor should deploy 01 Engineer In-charge and 14 numbers of workers headed by 02 Supervisor's in "A" Shifts & 07 Workers with 01 Supervisor in "B" Shifts & 04 Nos. workers with 01 Supervisor in "C" shifts. (Total = 30)
2. Contractor will generally receive breakdown requisition (in duplicate) from Production Department of CFFP, BHEL directly. After endorsing the time of receipt, Contractor should hand over one copy of it to the production division immediately.

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

Reporting of breakdowns of cranes may also be done on-line on the intranet of BHEL. Contractor will be provided a computer terminal with LAN connectivity for the same. The manpower deployed in all three shifts should have basic knowledge of computer operations to understand breakdowns reported in such manner and attend to the same.

3. Immediately after the breakdown has been attended, the contractor will report back to production division and get their endorsement. Contractor should also inform the shop Maintenance In-charge regarding handing over of the crane to production department.
4. Contractor will also submit an analysis of breakdown/preventive maintenance & action taken for each crane every day to the Shop Maintenance In-charge with copy to Sr. Engr. (Crane Maintenance) CFFP.
5. Contractor will contact Crane Maintenance In-charge to arrange SIV for requirement of materials/spares etc. Contractor should make his own arrangement to collect the materials/spares from place of storage/stores, etc. to site.

TECHNICAL TERMS & CONDITION OF CONTRACT

1. 100% breakdown should be attended promptly within 10 minutes of reporting and handed over timely as per plan.
2. During contract period, successful bidder is supposed to provide preventive, priority-based, condition based and breakdown maintenance of Cranes including Turnings gear and Radio Remote Control System as mentioned in list of crane and should repair, modify and/or replace anything or everything defective and or not operating correctly.
3. Preventive Maintenance plan/job scheduled along with checklist should be issued monthly from the office of In-charge Crane Maintenance. Check list duly filled must be submitted to Crane Maintenance In-charge. The checklist will incorporate technical as well as safety checks as per the instructions/requirements from HSE department of CFFP/BHEL.
4. Any unexpected critical breakdown complaint reported during 3 shifts should be attended on priority by redirecting staff.
5. All breakdowns reported should be attended and cleared on day to day basis. The person carrying out the preventive maintenance work/activity should himself sign on the check list, mentioning his name with date & time of work.
6. While carrying out inspection/preventive maintenance work, action plan for the work noticed requiring maintenance should be generated.

7. If scheduled Preventive Maintenance/breakdowns are experiencing delays, the schedule of actions should be prepared and reported to In-charge Crane Maintenance with proper explanation so that further delays are curtailed, else appropriate action as deemed fit will be taken.
8. Critical cranes should be attended on priority by redirecting staff as per priority and instructions of In-charge crane maintenance.
9. Important backlog work (where crane is working but problem is pending) requiring repair/maintenance modification on crane should be attended in time by submitting a schedule of action by in-charge work center.
10. In case the breakdowns are more at the point of time, the contractor shall have to detain his staff and attend all the pending breakdowns after 04:00 PM and CFFP/BHEL shall not pay any compensation on this account.
11. The breakdowns should be attended promptly in all 3 shifts on working days as well as Sundays/ Holidays on verbal, written, telephonic or on-line requests from user or In-charge Crane Maintenance. Non written requests may be regularized with formal request later on.
12. After receipt of complaint, shutdown of crane should be taken in writing and information should be conveyed properly to all concerned. Appropriate displays & precautions should be taken while attending break down/preventive maintenance.
13. In-charge work center shall be responsible for preparing drawings, hand sketch/report writing/taking shutdowns in writings/close supervision of work/planning/schedule of action for work order/registration number mentioned in daily log-book.
14. When repair/maintenance/modification works gets completed, the actual time (in hours), material consumed, total down time and order information should be reported to In-charge crane maintenance in the daily report format given.
15. A weekly meeting with In-charge works centers, Engineers In-charge shall be held in the office of In-charge Crane Maintenance.
16. Quality maintenance work and environment friendly activities along with necessary documentation/paper work should be carried out, as BHEL is ISO-9001(2000), ISO-14000 & OHSAS-18001 certified.
17. **Miscellaneous crane maintenance activities:**
 - a. Arrangement and transportation of spares/materials needed from various stores and shops to work place/site should be carried out by contractor.
 - b. Cleaning, stacking, sorting, handling and upkeep of crane maintenance store, works center stores (including 5S activities) shall be carried out by contractor.
 - c. Salvaging/repair work of crane spares & other crane items shall be carried out by contractor.

- d. Repair/Maintenance of Load Cell/RRC of Cranes will be carried by contractor as per instruction of site In-charge/Shop In-charge.

18. Supervisions works related to crane maintenance

Duties of site engineer are as follows:

- a. Ensuring 100% jobs to be performed as mentioned in daily log-book giving registration/ work order number by their crane maintenance staff (including work order/ activities listed after inspection/ preventive maintenance.).
- b. Redirecting crane maintenance staff on emergency or urgent maintenance jobs as per priority and instructions of In-charge crane maintenance
- c. Preventive Maintenance activities to be done proactively such that less than 20% work is performed under urgency, priority and instructions of In-charge Crane Maintenance
- d. Checking of 100% work at site for work quality and completeness
- e. Checking Preventive Maintenance activities of cranes breakdown histories to ensure good converge of Preventive Maintenance check points
- f. Taking feedback from supervisor for work performed, taking corrective/ preventive measures and reporting status to In-charge crane maintenance
- g. Planning Preventive Maintenance activities for zero failure (breakdown)/ complaints
- h. Evaluating cranes breakdown status and understanding situation
- i. Preparing drawings of part and schematic of electrical parts
- j. Referring check lists for checks points for nuts, bolts, lubrication, transmission, motors, LT & CT breaks and hoisting mechanism
- k. Ensuring that supervisors are checking the maintenance work and guiding their staff in doing quality and completeness of work
- l. Checking cranes for any looseness, vibration, leakage and missing crane parts as per plan
- m. Ensuring good lubrication, cleaning, and bolt tightening regularly
- n. Ensuring 90% of non-emergency crane maintenance works are getting completed within 4 days of initial request
- o. In 80-100% preventive maintenance/inspection work conducted, generated a work order based on findings & Registration No. generation in daily log-book report and discussion with In-charge crane maintenance regarding report
- p. Ensuring 100% cranes breakdowns are closed within 8 hours from the date and time of reporting
- q. Ensuring that more than 95% of time, material is available in the stores when required by crane maintenance staff
- r. Site Engineer should report daily to In-charge crane maintenance with following details:

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

- i) Daily report CM-34 format.
- ii) Status of scheduled Preventive Maintenance activities going on.
- iii) Cranes reported for break downs, action planed and deployment of staff.
- iv) Action on critical cranes work taken up based on priority/ urgency indicated by In-charge crane maintenance.
- v) Status of backlog work clearance where crane is working and problem pending.
- vi) Status of activities related to cleaning and up keeping of cranes.
- vii) Status of activities related to cleaning, stacking sorting, handling and upkeep of stores.
- viii) Status of salvaging/ repair work of crane spares & important items carried out.

19. Location of cranes:

Contractor has to maintain cranes (EOT, Turning Gear, Radio Control System, Load Cell, DSL & PDB (for cranes) already installed at various shops/areas inside factory area at CFFP/BHEL Hardwar.

20. Contractor's responsibility & obligation:

- a. Contractor has to submit character certificate duly signed by District Magistrate within 15 days after receipt of work award order.
- b. Contractor should carry out the work at his own risk, finance, material, human resource and supervision.
- c. Payment of work should be made to the contractor on the basis of work carried out on measurement basis.
- d. Contractor should undertake to carry out specific work within a given time frame and for a specific amount.
- e. Contractor should have supervision on the conduct of his employees.
- f. Contractor should comply with safety rules & provide safety appliances, uniform to his employees. The working conditions & procedures, safety appliances provided to the labor and other tools and tackles may be reviewed by HSE department of CFFP/BHEL. Contractor will follow the rules and instructions prescribed by them.
- g. Contractor should supply tools, tackles and materials to his employees.
- h. Contractor should arrange his own finance.
- i. Contractor should submit a copy of challan for deposition of provident fund along with a list of contract labor.
- j. Contractor should accept instructions from the In-charge maintenance/ authorized representative of BHEL.

- k. Contractor should decide number of staff to be deployed for execution of work.
- l. Contractor should submit a copy of wage bill towards payment made to his staff.
- m. **Contractor should ensure payment of minimum wages to his staff as per BHEL wage rates revised time to time**, in presence of In-charge /Executive of Crane Maintenance department. Contractor is advised to be clear about the wages to be paid to the workmen. The wage rates are revised w.e.f. **1st February and 1st August. (i.e. 2 times) in a year.**
Payment of **bonus @ 8.33%** and **leave @ 8.33%** (or as applicable) to the workmen will be paid by contractor as per act/labor law. **PF/ESI & Administration Charges**, etc. are to be deposited by contractor as per labor law. Payment shall be released after submission of payment records and deposit slips.
- n. Contractor should ensure that when any contract labor is terminated or leaves, the personnel gets all his dues.

21. Acceptance criteria:

The acceptance criteria regarding performance of work done by contractor shall be judged by following:

- a. As per quality plan (Check list and Daily log book record)
- b. As per feedback from In-charge Shop Maintenance and In-charge Crane Maintenance

22. Performance Evaluation:

- a. The performance of work done shall be evaluated as per schedule.
- b. The performance of cranes shall be evaluated conforming to quality plan.

23. Supply of spares.

Contractor should arrange his own tools and tackles for removal, dismantling and reinstallation of hoist/motors. Gear boxes etc./However, all spares including consumables like gear oil, electrode, grease, cotton waste, contactors, relays, facilities like gas cutting, welding, machine facility, repair, rewinding of motors, coils etc. will be provided by CFFP/BHEL free of cost at ground level. But vigilant action for better parts and safe methods should be adopted voluntarily by the contractor to minimize down time of cranes.

24. Idle hours of cranes, Turning gear & RRC System:

- a. The contractor should attend all daily complaints on the day of reporting and no pending complaints should be allowed to be carried over to next day

without sufficient reasons and this should be brought in to the notice of in-charge crane maintenance before closing of the day.

- b. All complaints received should be reported by the contractor to the in-charge crane maintenance and completed at the earliest.

25. Penalties:

A. Late delivery/finish/completion

1. The firm is liable to be penalized for delayed work not as per schedule of actions mutually signed by deducting Rs. 1000/- amount per work order late delivered.
2. A deduction of Rs. 1000/- amount should be made if work has not been performed as per Preventive Maintenance check list or if preventive maintenance check list not filled by the persons himself performing the work at crane, turning gear & RRC system.

B. Poor Quality work

The firm is liable to be penalized for poor quality of work by deducting Rs. 1000/- amount per crane work done, if the fault repeats within a month of preventive maintenance.

C. Deviation from scope

If backlog/repair remain un-repaired for more than 10 days (major Repairs), or more than 4 days (Minor Repairs) or for any other reason the firm is liable to be penalized @ Rs. 500.00 each late day after plan date, subjected to a maximum of Rs. 10,000/-, which will be deducted from their bills.

26. Transportation of Materials/spares

- a. During the period of contract the material/spares needed during maintenance may be require to be shifted as and when required or as per instructions of in-charge crane maintenance.
- b. Contractor should make own arrangement for shifting the material/spares outside the factory the factory premises.

27. Office & Residential Accommodation:

1. Reasonable size room with telephone (MAX) facility maybe provided to the contractor within the complex to facilitate stations of service staff for attendance of complaints.
The accommodation should not be utilized for residential purpose by Contractor's staff.
2. CFFP may provide few quarters for residence in name of successful contractor, on as applicable commercial rent basis .The type and count of quarters shall be decided by BHEL Haridwar. CFFP BHEL Haridwar however

may or may not allot quarters and may even take back possession after allotting quarters in running contract also. The quarters if allotted have to be vacated immediately after completion/termination of contract.

28. Stand by spares

Spares of crane items should always be kept ready as stand by near work center for replacement and this stock should be maintained throughout the period of contract.

29. Deployment of man power

Contractor will deploy 01 Engineer in-charge & 14 numbers of workers headed by 02 Supervisor's in A Shifts & 07 Workers with 01 Supervisor in B Shifts & 04 Nos. workers with 01 Supervisor in C shifts. **Total 30 (Engineer: 01, Supervisor: 04, Other workers of which (Min.) Skilled worker: 12, (Min.) Unskilled worker: 11)**

30. Maintenance of records

Contractor should maintain following records:

1. Down time history cards for each crane.
2. Record of daily complaints received in writing/telephonically/face-to-face/on-line, preventive & breakdown maintenance, replacement/modification maintenance, indicating work carried out, spares replaced, pending work etc.
3. Record of crane preventive maintenance work should be done as per the check list given, and filled up by the person doing the work himself.
4. Daily breakdown reports.
5. Staff attendance and payment records.
6. The contractor should issue repair/maintenance report for the work and maintain any other records as required by CFFP/BHEL, for better maintenance.
7. The contractor is required to make any other record/report related to crane maintenance if demanded by In-charge Crane Maintenance.

Record of performance:-

The following records should be kept and maintained by the contractor to substantiate his performance:

1. Performance of cranes turning gear and RRC system before preventive maintenance
2. Performance of cranes turning gear and RRC system after preventive maintenance.

3. Breakdown faults in cranes turning gear, Load Cell and RRC system after performing preventive /breakdown maintenance.

31. Period of contract:

1. The work order will be issued for two year. If the performance of contractor found unsatisfactory, the contract can be terminated at any time.
2. All cranes, turning gear & RRC system (including their documents) covered under the contract must be handed over to CFFP/BHEL or to the next contractor authorized by CFFP/BHEL in perfect running condition. Any cranes, turning gear & RRC system handed over in defective condition, the estimated repair charges will be deducted from contractor's final bill.
3. The contractor should quarterly evaluate and review his performance and plan necessary changes for the purpose.
4. The annual maintenance and service contract shall be governed as per CFFP/BHEL rule (works policy, fraud prevention policy etc.) & general condition of the contract. Any document/detail not covered in this contract can be obtained from our website or be made available to the contractor on request.
5. Contractor should ensure meeting all statutory obligations as applicable from time to time during the contract period.
6. Preventive maintenance, as per plan, and inspection of cranes (fortnightly) should be done to ensure trouble free operation of the cranes.

GENERAL TERMS AND CONDITIONS

1. No tender documents will be accepted without submission of earnest money.
2. The contractor must sign each page of tender documents. In relation to the company or firm, the tender must be signed by the person who has the power of attorney, and a copy of the same must be enclosed with the tender form.
3. All the tenders must necessarily be accompanied with the earnest money as detailed in the tender notice/tender form. Any tender submitted without the earnest money will be liable to be rejected.
4. Once tenders are opened and accepted by BHEL, the same cannot be withdrawn by the bidder for whatsoever reasons. In case a bidder withdraws his/her/their tender, the earnest money deposited will be forfeited.
5. Service tax will be reimbursed on providing service tax deposit receipt.
6. EMD is to be submitted in the form of cash (as permissible under the income tax act), pay order or demand draft.

7. EMD may be waived off in line with statutory regulations if contractor provides necessary certificates/documents such as NSIC/MSME certificates etc. or as per government notifications.
8. EMD of the tenderer will be forfeited as per tender documents, if:
 - a. After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
 - b. The tenderer does not commence the work within the period as per contract.
9. All documents of tender form and earnest money along with the receipt, received after depositing the DD/Pay order (CFFP) to the cash section (if applicable), should be sent to Tender Room, Administrative Building, CFFP by hand/by registered post/by courier in a sealed envelope before opening of tender.
10. Contract shall be governed by the works policy, fraud prevention policy and the same shall be made available to the vendor in case of requirement expressed by the vendor. 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 and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.
11. BHEL will have the right to cancel any or all tenders and to accept any tender whether it is minimum or maximum. Incomplete forms will be cancelled.
12. Presence of tenderers at the time of tender opening is required but not necessary.
13. After getting the contract, security money (SD) has to be deposited by the vendor before commencement of work. The value of SD shall be as follows:

Up to Rs. 10 lakhs	:	10% of the contract value
Above Rs. 10 lakhs upto Rs. 50 lakhs	:	Rs. 1 lakh + 7.5% of the amount
		Exceeding Rs. 10 lakhs

SD may be furnished in any of the following forms:

- a. Cash (as permissible under the income tax act)
 - b. Pay order, demand draft in favour of BHEL
 - c. Local cheques of scheduled banks, subject to realization
 - d. Securities available from Post Offices such as NSC, KVP etc. (Certificates should be held in the name of the contractor furnishing the security and duly pledged in favour of BHEL and discharged on back).
 - e. Bank guarantee from Scheduled Banks/Public Financial Institutions as defined in the companies act. The bank guarantee format should have the approval of BHEL.
 - f. FDRs from Scheduled Banks/Public Financial Institutions as defined in the companies act. The FDR should be in the name of the contractor, A/c BHEL, duly discharged on the back.
- EMD of the successful tenderer can be converted and adjusted against the security deposit. The security deposit shall not carry any interest.
14. Security deposit shall not be refunded to the contractor except in accordance with the terms of the contract.
 15. No overdue interest clause to be added. If added, BHEL is not liable to entertain the same.

16. Tenderer has to sign on agreement before taking the Work order.
17. It is notified to all tenderers that they shall not be submitting any fake documents along with the tender form. All the collected documents can be examined at any point of time and if documents are found fake/forged, then appropriate action will be taken to the extent of cancellation of registration and tender.
18. In case the contractor defaults in commencing the work within the time specified by BHEL in spite of a reasonable notice in writing or in case the contractor fails, to comply with any of the terms and conditions of the contract, in spite of 10 days' notice in writing or in case he/she neglects or refuses to execute the contract or any part thereof at any stage, the contract shall, without prejudice to any other rights or remedies available to BHEL be liable to cancelled/termination in part or as a whole. In the event of cancellation/termination. The contractor shall be liable to compensate BHEL for all loss incurred by BHEL including the loss suffered on account of having the work executed through any other contractor or department as may be convenient to BHEL in accordance with the exigencies of the work.
19. In the event of cancellation/termination, the contractor shall be liable to compensate BHEL for all losses incurred by BHEL including the loss suffered on account of having the work executed through any other contractor or department as may be convenient to BHEL in accordance with the exigencies of the work. In case only a part of the contract is cancelled, the remaining portion of contract may be allowed to be executed by the contractor. All disputes arising in connection with the contract shall be settled by mutual consultation if no agreement is reached the dispute shall be settled in accordance with the provisions of the Arbitration and conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the BHEL CFFP Unit. The award of the arbitrator shall be final and binding on both the Parties. The venue of the Arbitration shall be Haridwar (U.K.) in India. The questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Haridwar Courts.

SPECIAL TERMS & CONDITIONS

1. The contractor should maintain the following during the execution of contract, as applicable:
 - i. Valid labor license from Asst. labor commissioner as applicable.
 - ii. P.F. code and abide by the relevant laws & rules.
 - iii. E.S.I. code and abide by the relevant laws & rule.
 - iv. Service tax registration as per labor rules.
2. The contractor should pay the minimum wages to his workman applicable from time to time.
3. Contractor should maintain the muster roll, wages to his workmen applicable from time to time.
4. In case of noncompliance of any of the labor laws act, the contractor will be responsible for expenses/ liability occurring / accruing on CFFP/BHEL on account of

above including expenditure on legal proceeding. All such expense should be recovered from the contractor from any of his running contracts with BHEL or any contract entered thereafter.

5. The contractor should not employ a worker less than 18 year of age in the premises of CFFP /BHEL or otherwise during execution of his work.
6. The contractor should inform CFFP/BHEL for engaging or removing the labors from the site of work.
7. Contractor found or reported for non-compliance of the legal obligation during the execution of the contract, will be debarred from issue of NIT's for at least one year or till the proof of compliance is produced.
8. The said work should be governed by the specification, general terms and conditions of CFFP/BHEL contract, special condition environment related condition, safety rules and any other relevant conditions applicable from time to time.
9. Contractor should complete the work in time as per instructions of in-charge crane maintenance.
10. Contractor not completing the work as advised by the in-charge crane maintenance will be debarred for issuing of further NIT's. Appropriate action financial or otherwise may also be taken.
11. **The estimate is inclusive of PF and ESI to be deposited by contractor.**
12. Minimum 30 persons every day should be engaged on all working days in A+B+C shifts as per instructions of engineer in-charge to carry out the work satisfactorily. Work may require engaging of 30 or more labors on any particular day. In case labor is engaged for less than 750 man days in a month, a penalty of Rs. 500/- should be imposed for each short man days in the month.
13. Depending on the work requirements the no. of manpower may be needed to be increased beyond 30 in a given month. The requirement shall be conveyed by BHEL to the contractor suitably and the manpower will be augmented as per joint discussion between BHEL and contractor.
14. Gate-passes/tokens to be issued by CISF unit should have to be returned to the pass section of CISF after completion of work, failing which recovery as applicable will be made from the bill of contractor.
15. No bill should be entertained until all the wages of workers on the date of bill submission are paid fully by the contractor.
16. Contractor has to open an account in state bank of India (SBI), Ranipur, Hardwar and the payments from CFFP/BHEL against the work will be released to this account only by e-payment, in no case funds from this account are transferred to other project purpose. The funds must be utilized for this work only till its completion.
17. The contractor should not sub-contract any portion of the work to any other party.

NOTE: CONTRACTOR IS REQUIRED TO AGREE AND SIGN ON EACH PAPER BEFORE SUBMITTING THEIR OFFER

Annexure – C: List of Cranes & Turning Gears

SHOP	S. No.	SU B S. NO.	CAPACITY	LOCATION	TRANS NO.	MAKE	YEAR OF INSTALLATION
MACHINE SHOP	1	1	30/10 T	BAY-1	04-34001	GARLICK	1976
	2	2	20/5 T	BAY-1	04-34002	GARLICK	1976
	3	3	30/10 T	BAY-2	04-34003	GARLICK	1976
	4	4	20/5 T	BAY-2	04-34004	GARLICK	1976
	5	5	50/20 T	BAY-4	S.no. 20139	CRANEX	2011
	6	6	30/10T	BAY – 3	TF/30-63/570	TUBRO	2009
	7	7	75/20 T	BAY-4	04MR-4001	TSPL	1976
MEDIUM FORGE SHOP	8	1	10 T	FINISHING BAY	01-31007	GARLICK	1977
	9	2	25/10 T	FINISHING BAY	01-31006	GARLICK	1977
	10	3	30/10 T	FORGING BAY	01-31005	WMI	1977
	11	4	40/10 T	FORGING BAY	01-31004 (2083)	JESSOP	1978
	12	5	50/10 T	FORGING BAY	01-31003 (2039)	JESSOP	1977
	13	6	60/10 T	FORGING BAY	01-31003 (2082)	JESSOP	1978
	14	7	50/15 T	FORGING BAY	S. No. 20113	CRANEX	2010
	15	8	5 T	PUMP STATION	01-31008	CFFP FAB	1977
HEAVY FORGE SHOP	16	1	140/25 T – 1	FORGING BAY	21-11003		1993
	17	2	140/25 T – 2	FORGING BAY	21-11004	MAN	1993
	18	3	3 T	PUMP STATION	21-11051	CFFP FAB	1994
	19	4	200 T	FORGING BAY	--	ANUPAM	2016
STEEL MELTING SHOP	20	1	10 T	PUMP STATION	20660	CRANEX	2007
	21	2	5 T	SCRAP BAY	02-31002	METAL FAB	1976
	22	3	10 T	SCRAP BAY	02-31001	METAL FAB	1976
	23	4	20/5 T	VAD BAY	02-31060	CFFP FAB	1976
	24	5	20/5 T	FURN. BAY	02-31009	WMI	1976
	25	6	50/10 T	FURN. BAY	02-31008	JESSOP	1976
	26	7	30/10 T	TEEMING BAY	02-31011	WMI	1976
	27	8	130/20 T	TEEMING BAY	02-31010	JESSOP	1976
CENTRAL STORE	28	1	2 T	C- STORE	--	CFFP FAB	1974
	29	2	10 T	CDFS	21-11015	CRANEX	2007
STEEL FOUNDRY	30	1	10 T	HEAVY BAY	03-11061	KANU BHAI	1995
	31	2	15 T	HEAVY BAY	03-11042	GARLICK	1985
	32	3	50/10 T	HEAVY BAY	03-11002 (2041)	JESSOP	1977
	33	4	80/20 T	HEAVY BAY	03-11001 (2048)	JESSOP	1977

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)

BHARAT HEAVY ELECTRICALS LTD.
CENTRAL FOUNDRY FORGE PLANT RANIPUR, HARDWAR
MAINTENANCE & SERVICES - CRANE MAINTENANCE

	34	5	5 T	CORE BAY	03-31014	R D VARMA	1984
	35	6	15 T	LIGHT BAY	03-31006	GARLICK	1976
	36	7	20/5 T	MEDIUM BAY	03-31008	GARLICK	1976
	37	8	40/10 T	MEDIUM BAY	03-31007	WMI	1977
	38	9	20 T	LIGHT BAY	03-31013	WMI	1977
	39	10	25/5 T	LIGHT BAY	03-31011 (2164)	JESSOP	1981
	40	11	5 T	SAND PIT	03-15101	DHEERAJ	1984
	41	12	120/30 T	HEAVY BAY	--	UNIQUE	2006
	42	13	70/20T	MEDIUM BAY	AZ/032	UNIQUE	2009
	43	14	30/10T	CORE BAY	TF/03- 632/595	TUBRO	2009
	44	15	10 T	MEDIUM BAY	--	CRANEX	2006
PATTERN SHOP	45	1	3 T	SHOP	--	CFFPFAB	1975
	46	2	2 T	STORE	--	UNITED	1984
	47	3	5 T	SHOP	--	CFFP FAB	2014
LIGHT FOUNDRY	48	1	10 T	O/ GANTRY	330-06108	KANU BHAI	1975
	49	2	30/5 T	O/ GANTRY	301-06101	HMBP	1970
	50	3	30/5 T	MOULDING BAY	329/060103	HMBP	1975
	51	4	20/5 T	MOULDING BAY	325-060102	HMBP	1975
	52	5	20/5 T	LIGHT MOULDING BAY	326-0601001-A	HMBP	1970
	53	6	10 T	FETTLING BAY	324/060347	HMBP	1970
	54	7	2 T	CORE BAY	327-060107	METAL FAB	1970
	55	8	2 T	NON FERROUS	330-060108	METAL FAB	CDFS 1993
	56	9	5 T	SAND PIT	332-060106	HMBP	1970
	57	10	10 T	S C YARD HMBP	10-11051	HMBP	1995
	58	11	50/10 T	EXTN. BAY	S. No.20905	CRANEX	2012
	59	12	20/5 T	FETTLING	S. No. 20137	CRANEX	2011
	60	13	10 T	S C YARD KANUBHAI	322-060104	KANU BHAI	1970
OXYGEN PLANT	61	1	5T	OXYGEN PLANT	--	--	-
OTHERS	62	1	60T	TURNING GEAR			
	63	2	20T	TURNING GEAR			
	64	3	150T	TURNING GEAR			

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)



**BHARAT HEAVY ELECTRICALS LTD.
CENTRAL FOUNDRY FORGE PLANT RANIPUR, HARDWAR
MAINTENANCE & SERVICES - CRANE MAINTENANCE**

**Annexure – D: Price Bid
(Priced/Un-priced)**

Name of work: **Annual Maintenance of all 61 EOT cranes including Turning Gears, DSL, RRC, load cell & PDB's in CFFP, BHEL Hardwar**

Tender No. : FF/16/MCR/RV/AM/01
Estimated Cost : Rs. 184.16 Lakhs for 02 years (Excluding Service Tax)
Period of work : Two years
Earnest Money : Rs. 2,00,000.00/-
Cost of Tender : NIL
Date of Tender Opening : 29.09.2016 at 02:00 PM

Bill of Quantity

S. No.	DESCRIPTION OF WORK	Qty.	Rate Per Month
1.	Annual maintenance of all 61 nos. EOT cranes installed in CFFP (as listed in Annex-C) including turning gears, DSL, RRC, Load Cell , PDB's including breakdown and preventive maintenance during the contract period ensuring trouble free operation of cranes, turning gears and RRC system and timely attending of all complaints received for the equipment under contract in all 3 shifts including Sunday and Holidays as per requirement.	24 months	₹. _____ In words (_____)
Note: Service Tax will be Extra as applicable at the time of billing.			

Note: Rates are to be mentioned in figure as well as in words. If overwriting/un-readable figure is found in rates, the rates offered in words will be considered final. In case of cutting/over-writing/un-readable figure in both numbers as well as words, the bid may be cancelled.

Sr. Engineer (Crane Maintenance)

Signature of Vendor (With seal)