



**BHARAT HEAVY ELECTRICALS LIMITED**  
**RAMACHANDRAPURAM : : HYDERABAD – 502032**  
**FACTORY CIVIL ENGINEERING DEPARTMENT**  
**TELEPHONE NO. 2318-2201,2169**

**TENDER NOTICE NO. [HY/FCD/OT-06/19-20](#), DT: 23.04.2019 Item No. 1**

**Name of work: "Construction of watchtower at New Pipe and plate yard".**

Name of the department : FACTORY CIVIL DEPARTMENT

Tender Notice No : [HY/FCD/OT-06/19-20](#), DT: 23.04.2019 Item No. 1

1. Bharat Heavy Electricals Limited, a Government of India Public Sector undertaking having its Registered Office at Siri Fort, New Delhi. BHEL Ramachandrapuram, one of its manufacturing Units, invites sealed tenders in two part bid from eligible Contractors, who fulfill qualification criteria as stipulated in NIT, for the above mentioned work.
2. Sealed quotations in single cover consisting of two inner sealed covers (containing Technical bid and Price bid super scribing the Tender Enquiry No., Name of work, Contractor name & address will be received at this office Up to **11.00 AM** on or before **07.05.2019** at vendor complex, beside administrative building, BHEL Ramachandrapuram. Technical bid will be opened at 13.15 hrs on the same date and further information if any, may be obtained from the office.
3. The tender documents are also available in the Web Site of BHEL [www.bhel.com](http://www.bhel.com). Those who wish to download the same may do so. While submitting the tender documents, towards cost of tender document should be enclosed please refer at (Pg-04) of tender document. The tender documents downloaded from the website without demand draft for the specific value will be summarily rejected. Corrigendum if any will be published in BHEL web site only.
4. A set of tender documents (non-transferable) may be purchased on any working day from **23.04.2019 to 06.05.2019** between 09:00 hrs to 14:00 hrs from Factory Civil Dept, BHEL-HPEP, RC PURAM, HYDERABAD-32 by paying the prescribed Tender fee (Pg-04) only in the form of cash in the Cash Counter of BHEL, /RC Puram or crossed Demand Draft in favor of "BHEL-RC PURAM, HYDERABAD-32".
5. In case, tender documents are requested by post, BHEL-HPEP shall not be responsible for any delay due to any reasons (including postal delay) either in receiving the Agency's request nor receipt of tender documents by the Agency.

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1.0 NOTICE INVITING TENDER

**Signature and Seal of Tenderer**

**Signature of Issuing officer**

Sl. No.	Tender Notice No.	Name of the work	Approx. Estimated Value of work (₹. in lakhs)	Earnest Money Deposit (EMD) ₹	Period of Contract (months from Date of Award)
1	HY/FCD/OT-06/19-20, DT: 23.04.2019	<b>Construction of watchtower at New Pipe and plate yard</b>	<b>2.15</b>	<b>4,300/-</b>	<b>2 months</b>

No.	Sl.	Description
1		Cost of tender documents ₹ 500.00/-(if download from Web) ₹ 1000.00/-(if purchased from Office)
2		Last date & Time for sale of tender documents 06.05.2019 at 14:00hrs From the office of Sr.DGM/Fy.Civil/ Planning
3		Last date for receipt of tender 07.05.2019 at 11:00hrs
4		Date, time and place of tender opening 07.05.2019 at 13:15hrs , at VENDOR COMPLEX, BHEL,RC Puram,HYD.
5		Any corrigendum Tenderers are advised to watch the BHEL web site regularly
6		Maintenance period <b>12 months</b>

**SCOPE of WORK:** The details of the scope of work is attached in Schedule A.

**Cost of tender documents** proof should be enclosed along with technical bid through Demand Draft/ Pay order/Banker's cheque/EFT drawn on any nationalized bank / scheduled bank in the name of "Bharat Heavy Electricals Limited" payable at Hyderabad. No other means of payment shall be accepted

## 2.0 PREQUALIFICATION REQUIREMENTS:

The following conditions have to be satisfied by the tenderer, with documentary proof to be enclosed with tender bid (Technical):

- 1) Average annual financial turnover during the last 3 years, ending 31st March of the previous financial year (should submit balance sheet & P&L account for last 3 years – certified by Chartered Accountant), should be at least 30% of the estimated cost (₹ 64,500.00). Further, the tenderer fail to submit the figure (s) for 3 years, non-submitted year will be considered as "0" (Zero) for averaging the turnover. In the 3 years turnover, previous year turnover is compulsory.
- 2) Particulars of experience / credentials for the works executed of any labour intensive nature during not older than 7 years (Completion and experience certificate of the works to be enclosed) ending last day of month previous to the one in which applications are invited should be either of the following:
  - a) Three similar works completed/executed each costing not less than the amount equal to 40% of the estimated cost (₹ 86,000.00 ) of each work.  
Or
  - b) Two similar works completed/executed each costing not less than the amount equal to 50% of the estimated cost (₹ 1,07,500.00) of each work.

Signature and Seal of Tenderer

Signature of Issuing officer

Or

- c) One similar work completed/executed each costing not less than the amount equal to 80% of the estimated cost (₹ 1,72,000.00) of each work.

**Similar Work:** All types of civil works covering masonry works or all types of civil works covering structural works will be considered as similar works for this work.

Note: Experience certificate issued by BHEL, RC Puram for any work executed in BHEL, RC Puram for past three years contains any adverse remarks the same will be a disqualification factor.

**3) Vendor should furnish performance certificate of similar earlier executed works.**

- 4) "The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firm shall be rejected. The list of banned firms is available on BHEL website [www.bhel.com](http://www.bhel.com)".
- 5) Contractor shall furnish valid ESI Code Number and PF Code Number.
- 6) Contractor shall furnish PAN No. (In case not available, proof of having applied with acknowledgement from concerned authority) & Income Tax Assessment/declaration copy for the last three (3) year shall be enclosed with the bid (self-attested copies).
- 7) Contractor shall obtain Labour License (Central Government) before commencement of work as applicable or if available to be enclosed along with the tender.
- 8) It is required to furnish GST number certificate.
- 9) Over-run compensation- Not applicable.
- 10) PRICE VARIATION CLAUSE: This is a Firm Price contract. Any increase in consolidated wages of BHEL RC Puram or increase in Variable Dearness Allowance by appropriate government to the eligible workmen of contractors, will not be reimbursed by BHEL RC Puram to the contractor. The rates quoted by the contractor shall be firm for entire period of contract. The bidder shall quote a firm prices. The prices shall be firm throughout contract execution and shall not be subjected to any escalation on any account whatsoever.

**2.0 A Financial terms and conditions:**

**1. Penalty terms: The following Penalties are envisaged in the contract:**

- a) In the event of delay in supply of goods and or services beyond contractual delivery date, penalty of 0.5% per week or part there of shall be levied on the gross value of work done subject to a maximum of 10% of the gross value of the total work executed. Penalty amount so determined along with GST if applicable thereon shall be recovered.
- b) If the contractor fails to deposit the required security deposit or commence the work within the period as per LOI/Contract. The EMD will be forfeited.
- c) If the agency fails to commence the work as requested by the department penalty of 0.5% on the gross value of work for weeks delay will be applicable. Penalty amount so determined along with GST if applicable thereon shall be recovered.

2. **Payment terms:** Payment to be based on the actual execution of the work as certified by executing agency/Engineer-in-charge.

3. **Taxes and Duties- GST clauses to be applicable for the tender**

All the terms and conditions of the contract with respect to taxes & duties are subject to the new taxation laws introduced from time to time (e.g. GST). The terms and conditions will be modified in accordance with the provisions of new laws (e.g. GST).

Following points to be complied with respect to GST :

- a) IGST/CGST/SGST/UTGST: Rate of Tax to be quoted as extra in %
- b) In case GST credit is delayed/denied to BHEL due to non/delayed receipt of goods and/or tax invoice or expiry of timeline prescribed in GST law for availing such ITC, or any other reasons not attributable to BHEL, GST amount shall be recoverable from vendor along with interest levied/leviable on BHEL.
- c) In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law shall be recoverable from vendor/contractor along with interest levied / leviable on BHEL.
- d) The bidder shall arrange to send to BHEL, Hyderabad along with all the required documents as in Purchase Order, Tax Invoice (Original for Recipient) along with his bills.
- e) Vendor to ensure correct applicability of IGST/CGST/SGST/UTGST based on the Inter /Intra state movement Supply of goods and services or both.
- f) Taxes and duties prevalent on the contractual delivery date or the actual delivery date (in case of delay) whichever is lower shall be applicable paid. Composition Scheme to be addressed.
- g) Vendor shall note that the Invoice has to be raised quoting HSN Code of Goods or Accounting Code of Services or both wherever applicable.
- h) Invoice should mention BHEL-HPEP-HYDERABAD GSTIN: 36AAACB4146P1ZG or GSTIN of BHEL Nodal Agency as mentioned in PO.
- i) In case of any short supply of goods or service Vendor has to raise a credit note for short supplied quantity as per GST provisions.
- j) Any GST liability arising on BHEL under reverse charge before actual receipt of goods and or services and/or invoice thereof would be subject to recovery of interest leviable for the period between the date of such liability and actual date of eligibility of ITC based on receipt of goods, receipt of invoices and other conditions specified in GST law, as applicable.
- a) **Penalty clause:-** In the event of delay in supply of goods and or services beyond contractual delivery date, penalty of 0.5% per week or part there of shall be levied on the gross value of work done subject to a maximum of 10% of the gross value of the total work executed. Penalty amount so determined along with GST if applicable thereon shall be recovered. If the contractor fails to deposit the required security deposit or commence the work within the period as per LOI/Contract. The EMD will be forfeited. If the agency fails to commence the work as requested by the department penalty of 0.5% on the gross value of work for weeks delay will be applicable. Penalty amount so determined along with GST if applicable thereon shall be recovered.
- k) Supplier shall mention their GST registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain Invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no, commercial invoice no etc., then the Invoice No which is linked/uploaded in GSTN network shall be clearly

indicated), item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, etc.

- l) A declaration to the effect that all tax liability as per GST rules and regulations shall be discharged.

## **2.1 INSTRUCTIONS TO TENDERER**

- 2.1.1 Tender is a two part bid system.

The tender documents consist of Part – A and Part - B as detailed below:

Part 'A': Techno-commercial Bid

Part 'B': Price Bid to be submitted in sealed cover as per Tender conditions.

### **Submission of tender covers for each work (separately) shall be as given below:**

- 2.1.2 Cover 'A' -for Technical and Commercial Bid (sealed cover) super scribing the Tender Enquiry No., name of work, Contractor name & address and Part – A (Techno-commercial Bid). The format for Technical and Commercial Bid is attached to the Tender Document.

Note:

The tenderer shall not indicate the price or rate in the Part-A: Techno-commercial bid.

If any Contractor submits combined bid i.e., Tech. Bid and Price Bid in one cover, such offer shall be summarily rejected.

The tenderer shall expressly accept all the terms and conditions of the Tender. The tender which does not comply with the BHEL's Terms & Conditions may be rejected as Non-responsive/non-conforming and non-acceptable.

- 2.1.3 Cover 'B' -for Price Bid (sealed cover) super scribing the Tender Enquiry No., name of work, Contractor name & address and Part – B (Price Bid). The format for Price Bid is attached to the Tender Document.

- 2.1.4 Cover-'C' -This cover shall contain sealed Cover A (Techno-commercial bid) and sealed Cover B (Price bid). The cover shall be sealed and super scribed with Tender Enquiry No., name of work and Contractor name & address.

- 2.1.5 The Techno commercial Bid (Part - A) and general terms and conditions shall be attached to Techno-commercial offer with each page duly signed by the tenderer (at the bottom of each page) as a token of acceptance.

- 2.1.6 Part 'B' – the price Bid should not carry any conditions. Service Charge % should be quoted in clear terms in the format given by BHEL.

- 2.1.7 Part 'B' Price bid will be opened only in respect of those tenderers who are qualified in Techno-Commercial Bid.

- 2.1.8 The tender forms both Part 'A' & 'B' duly filled in all respects shall be signed on each page by the tenderer. Any alteration, erasure or over-writing will render the tender invalid. Alteration neatly carried out and duly attested over with the full signature of the tenderer however is permitted.

- 2.1.9 The tenderer should submit the tender documents intact without detaching any page/ pages.

- 2.1.10 The Name of the tenderer should be written or the contractor's seal to be put on the sealed envelope.

- 2.1.11 Before making the offer, the tenderers are advised to carefully go through the terms and conditions, which form part of the Agreement.

- 2.1.12 All entries in the tender document should be in one Ink. Corrections, over writing, cuttings etc. are not permitted. All the columns in the tender form should be filled without leaving any column blank in any page of the tender. In case any of the columns is left blank, the tender would be rejected.
- 2.1.13 The Service Charge % should be quoted in figures as well as in words.
- 2.1.14 Each and every page of tender documents should be stamped & signed by the tenderer.
- 2.1.15 Tender documents consisting of Part 'A' & 'B' duly sealed in separate envelopes should be sealed in another envelope and should be deposited in the Vendor Complex, BHEL-RC Puram, Hyd-32 addressed to Dy.General Manager/Purchase, Co-ordn., BHEL, RC Puram, Hyderabad-32 so as to reach on or before **11:00 hrs on 07.05.2019**. The tender documents may also be sent either by registered post / Speed Post / Courier so as to reach on or before the said date and time. Part 'A' of tender form i.e. Techno-commercial Bid will be opened on **07.05.2019 at 13:15hrs** on the same day in the presence of tenderers or their representatives who are present for the tender opening. Tenderers who qualify in the Techno-commercial Bid will be intimated to attend the tender opening of part 'B' - price bid at a date to be notified separately. Part 'B' i.e. price Bid will be opened at the specified date in the presence of the tenderers or their representative who are notified to attend the tender opening.
- 2.1.16 For any further details required, **Incharge-Planning dept/Fy.civil & Projects**, BHEL, RC Puram, Hyderabad-32 may be contacted in person or through Telephone Nos.**040-2318 2201,2169**. Email: [rajeshkuley@bhel.in](mailto:rajeshkuley@bhel.in)
- 2.1.17 BHEL reserves the right to assess the capacity and capability of the parties for pre-qualification. The company also reserves the right to accept or reject any or all the tenders or any part thereof at any stage of process without assigning any reason whatsoever. The company has no obligation to accept the lowest tender. Offer of the Tenderer if prima-facie found not comparable with the quantum of work envisaged and the bid is a desperate effort to be L1, then the offer is liable to be rejected. BHEL's decision in this regard shall be final and binding.
- PRICE BID - The tenderers are required to submit their quotation for all the items listed in the Price Bid format given along with the tender documents. The Service Charge % should be quoted after careful study of the actual job requirement so that, in case the contract is awarded, contractor should not express any difficulty in execution of the contract.
- 2.1.18 The Minimum Wages as per statute or BHEL notified wages revised (whichever is higher) from time to time are payable. The tenderer would be required to pay allowances/incentives as decided and communicated by BHEL.
- 2.1.19 VALIDITY OF RATES: The rates quoted should be **valid for 120 days initially** from the date of opening of the Techno-Commercial bid.
- 2.1.20 The tenderer will be required to quote the Service Charge % (both in figures and words).
- 2.1.21 **DISCREPANCY IN WORDS & FIGURE QUOTED IN PRICE BIDS:**
- i) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and



- ii) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (i) and (ii) above.
  - iii) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored
- 2.1.22 Wherever it is quantity based work, including main work and sub-work, the tenderer should quote his rates against each item /work (main as well as sub-work/item).
- 2.1.23 In case of quantity based work contracts, the tenderer should quote the rates against each item keeping in view the prevailing applicable Minimum wages / BHEL wages whichever is higher statutory payments and other payments if any and other obligations as per the statutory provisions and amendments thereto and also as directed by BHEL from time to time.
- 2.1.24 BHEL reserves the right to award the contract to one or more contractors simultaneously as deemed fit at the initial stage or during the contract period.
- 2.1.25 BHEL reserves the right to reject any bid, which is technically unacceptable and unworkable. Further, BHEL also reserves the right to reject any or all tenders without assigning any reasons thereof.
- 2.1.26 BHEL reserves the right to cancel the contract at the initial stage or during the contract period without assigning any reason to the tenderer.
- 2.1.27 Wherever prescribed formats are specified for the tenderers use, he shall use the same for making his Claims.
- 2.1.28 Tender document should be complete in all respects.
- 2.1.29 Successful tenderers shall enter into an Agreement on stamp paper of Rs.200/- for having accepted the rates, terms and conditions of the contract as per the pro-forma given by BHEL.
- 2.1.30 The Offers should be in full conformity with the terms and conditions of this tender. Incorrect and incomplete tenders are liable to be rejected. Tenders not submitted in the prescribed forms will be rejected.
- 2.1.31 BHEL reserves the right to accept or reject any tender in part or full at their discretion without assigning any reason.
- 2.1.32 If a tenderer deliberately gives wrong information in his tender or creates conditions favorable for the acceptance of his tender, then BHEL reserves the right to reject such tender at any stage.
- 2.1.33 If the tenderer indulges in any unethical practice for securing the contract, the offer of such tenderer shall be rejected.



2.1.34 Any written communication required to be sent to the contractor in writing shall be sent at the address mentioned on the tender form or to any other address subsequently intimated by Contractor in writing to BHEL HPEP for the contract purposes or to his e-mail address.

**2.1.35 SITE VISIT:**

- a. Before quoting, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other prevailing conditions, position of materials and labour related procedures & practices. They should be well versed with BHEL General Conditions of Contract, Instructions to tenderers, drawings wherever applicable and specifications and all other documents which form part of the agreement to be entered into subsequent to award of work. The tenderers shall specially note that it is the tenderer's responsibility to provide any item which is not specially mentioned in the specification or drawing, but which is necessary to complete the work
- b. The tenderer/Bidder and any of his authorized personnel or agents will be granted permission by the BHEL to enter upon its premises and lands for the purpose of site visit. However the bidder shall express condition that he, his personnel, and agents will be responsible against all liability in respect thereof, including death or personal injury, loss of or damage to property, and any other loss, damage, costs, and expenses incurred as a result of the inspection.
- c. The Bidder should inform the BHEL at least Two days (time may be fixed in consultation with tender issuing authority) in advance about the proposed site visit. The Bidder, at his own responsibility and risk is encouraged to visit, inspect and survey the Site and its surroundings and satisfy himself before submitting his bid as to the form and nature of the Site, the means of access to the Site, the accommodation he may require, etc.
- d. In general, Bidders shall themselves obtain all necessary information. A Bidder shall be deemed to have full knowledge of the Site, whether he inspects it or not and no extra claims due to any misunderstanding or otherwise shall be allowed. The cost of visiting the Site shall be at the Bidders' own expense. Any deviations of information in the report and the actual site will not be the responsibility of the BHEL

2.1.36 The contractor's/ Firm's who are quoting for tenders for the first time in BHEL, Ramachandrapuram are requested to provide the following NEFT details (Bank official Signature) along with cancelled cheque. This information is required for transactions between BHEL and the Contractor's/Firm's.

(Vendors to furnish this mandate on their Letter Head.)	
<p>To Dy. Manager/Finance-CM Bharat Heavy Electricals Limited Ramachandrapuram Hyderabad 502 032</p> <p>Dear Sir,</p> <p style="text-align: center;">Sub: Details for National Electronic Fund Transfer</p> <p>We request and authorize you to effect payment through NEFT to our Bank account, subject to RBI Guidelines, as per the details given below</p> <p>A. Sup code (As per PO/SCO) / Staffno :              B. (Name as per PO/SCO) :              (Retd Employee to indicate address here)              C. PAN of Beneficiary :              D. TIN of Beneficiary :              E. e-mail address of Beneficiary :              F. City (of Beneficiary) :              G. Bank Name :              H. Branch (of Bank) :              I. A/c Number :              J. A/c type (Savings or Current) :              K. MICR Code of the branch (9 digit) :              L. IFSC for NEFT (11 char) :              M. IFSC for RTGS (If different from L) :</p> <p>Thanking you,</p>	<p>Ref No: _____              Date: _____ Ref No. _____</p> <p>(Signature with Seal) _____              Authorised Signatory Name _____              Name _____ Designation _____              Designation _____</p>
<p>Certified that the particulars furnished above are correct as per our records</p> <p>Date _____ (Signature of authorized official of bank) _____              Bank Stamp _____</p>	

### 3.0 GENERAL TERMS AND CONDITIONS

- 1) Contractor shall obtain Labour License (Central / State Government) before commencement of work as applicable.
- 2) In case Contractor engages labour from outside State to execute the said work, he is required to obtain license under Inter State Migrant Workmen (RE&CS) Act 1979  
**NA:** BHEL reserves the right to split up the work into convenient portions and award them to different contractors.
- 3) The tenderer shall keep the contents of his tender and rates quoted by him to be kept confidential

- 4) All expenses in preparation and submission of bids and visits to the office or any place in connection with the preparation of Bid shall be borne by Bidder. BHEL in no case shall be responsible or liable for these costs regardless of the outcome of the Bidding process
- 5) The bid prepared by the Bidder including all correspondence etc. relating to his offer/ bid shall be in ENGLISH language.
- 6) The tenderers must sign on all the pages of tender documents, including the NIT, which forms part of tender document.
- 7) A tender may be rejected while scrutiny of techno-commercial bid, in case there is any unsatisfactory past performance in the execution of an earlier contract.
- 8) Contractor shall follow general instructions and obligations of the Contractors as prescribed.
- 9) Contractor shall arrange Group Insurance and follow all relevant rules applicable from time to time.
- 10) The total safety of operation is Contractor's responsibility. Contractor should provide the following as per requirement to each workman and any additional PPEs if required in executing the contract.
  - a. Two pair of dresses in the beginning of the contract.
  - b. One safety helmet per annum.
  - d. One pair of Gum boots per annum along with two pairs of socks.
  - e. Safety goggles (U.V Protective glasses). (Min.3 nos. per annum)
  - f. Safety goggles for Grinders (Min. 4 No's per annum).
  - g. One Hand shield per annum.
  - h. One Head shield per annum
  - i. One pairs of hand gloves (leather) per month.
  - j. Cora cloth 1/2 Mt. per month.
  - k. One soap per month.
  - l. Ear Plugs (Min.12 No's per annum).
  - m. Dust masks (Min.24 No's per annum).
  - n. Any other relevant safety Personnel Protective Equipments.

Each PPE items should follow BHEL Safety Engineering Standards.

- 12) Supervision of Contract Workforce shall be monitored by Contract Supervisor. Contractor & Supervisor shall be available whenever required.
- 13) The Contractor is wholly responsible for any loss of life or partial disability of any of their employees while on duty.
- 14) In case of occurrence of any accident/ injury of Contractor's staff, BHEL will not pay any compensation while they are on duty and Contractor has to take care of same as a statutory obligation.
- 15) BHEL reserves the right to reject any or all tenders in part or in full without assigning any reason at any stage.

- 16) Above mentioned work shall be executed in accordance with the agreement conditions applicable to Labor works as per model contract of BHEL. A copy of the same can be had from the undersigned.
- 17) Upon awardal of the work, within 7 (seven) days the party has to execute an agreement with BHEL as per model contract before commencement of work.
- 18) Payment to the workers by Contractor to be made on or before 7th day of every month without fail through their common Bank accounts, otherwise suitable action shall be taken at Contractor's risk and cost.
- 19) Contractor has to issue wage slips to the workers before paying wages, maintain attendance, wage register and muster roll of his employees.
- 20) The quantities mentioned in the agreement schedule are worked out from the relevant data in the company and may or may not be the actual required for execution.
- 21) The company does not expressly or by implication agree that the actual amount of the work to be done shall correspond there with, but reserves the right to increase or decrease the quantity of any item or portion of the work as it deems necessary.
- 22) If there is a delay in execution of work or denial, the work shall be awarded to another Contractor on **"RISK PURCHASE BASIS "**and the extra cost incurred shall be recovered from the Contractor.
- 23) If any information furnished by the tenderer is found false at a later stage, the tenderer shall be Black listed and the existing agreement and contract will also be cancelled at the risk and cost of the Contractor.
- 24) BHEL reserves the right to short close the contract with in period of any time in the event of bad performance of the Contractor or any other reasons detrimental to the interests of BHEL.
- 25) The agencies are advised to visit the work site to understand the nature of work / quantum of work in its true perspective to avoid any complications in future.
- 26) The tenderer shall not include any additional conditions / alter conditions either in techno-commercial bid or price bid.
- 27) Contract to be closed in all respects including final measurement recording in M-Book and submitting the bills with in two (2) months from the completion time as mentioned in the tender or approved date of completion whichever is later.
- 28) If the due date of tenders opening extended because of poor response the agencies who have already submitted tender bids earlier need not submit revised tender. The original tender only will be considered for evaluation.
- 29) **NIL**

### 3.1 ELIGIBILITY CRITERIA

- 3.1.1 In case the contractor is a Partnership Firm or a Company, the same should be a registered under the relevant Indian Partnership Act 1932 or Companies Act, 1956 and well established organization having at least three years existence in business consecutively for the past three years.
- 3.1.2 The Successful tenderer has to get the license from Central Labour Dept., under Contract Labour (Regulation & Abolition) Act 1970 for the areas and nature of work, which they will be performing as part of the contract.
- 3.1.3 Tenderer should have independent ESI Employer code under ESI Act 1948.
- 3.1.4 Tenderer should have independent PF code under Employee Provident Fund and Miscellaneous Provisions Act 1952.
- 3.1.5 Photocopy of letter from ESI Corp. and PF Commissioner's Office to establish that tenderer is independently registered as an employer under ESI and PF to be produced.
- 3.1.6 The tenderer shall also mention the PAN Number issued by Income Tax Department, copy of the PAN card or PAN number allotment letter shall be submitted along with the tender documents.
- 3.1.8 There should be no litigation or charge under investigation / enquiry / trial against the Tenderer, or conviction in a court of law or suspension or blacklisting by any organization on any ground. Tenderer shall confirm this in the Declaration. During the course of work, if any such information comes to light, the contract may be terminated.
- 3.1.9 The opinion / decision of BHEL regarding the bid shall be final and conclusive. BHEL reserves the right to reject any or all the bids at any time without assigning any reason.
- 3.1.10 In case the tenderer has a relative employed in BHEL, the authority inviting tender shall be informed of this fact in writing at the time of submission of tender, failing which the tender may be disqualified, or if such fact comes to light subsequently, the contract may be terminated.
- 3.1.11 For the works which are continuous in nature, and which require regular interaction and monitoring, the contractor shall have an Office/Establishment in Hyderabad.

### 3.2 EARNEST MONEY DEPOSIT:

- 3.2.1 An amount of ₹4300.00 Demand draft towards EMD to be enclosed along with technical bid or Demand Draft/Banker's cheque/EFT drawn on any nationalized bank / scheduled bank in the name of "Bharat Heavy Electricals Limited" payable at Hyderabad and shall be enclosed to the tender bid. No other means of payment shall be accepted. EMD / any money due to the tender by BHEL shall not carry any interest.

#### **Modes of deposit:**

- a. **Electronic Fund Transfer credited in BHEL account (Before opening of Tender). In case EMD is remitted through EFT mode, THE Account details are as follows**

**BANK ACCOUNT DATA FOR RTGS/NEFT MODE OF PAYMENT**

1. Party Code

2. Option : RTGS/NEFT

**3. Beneficiary Details:**

A) Name of Beneficiary : BHARAT HEAVY ELECTRICALS LIMITED

B) Address : RAMACHANDRAPURAM, HYDERABAD- 502032.

C) Bank Name : STATE BANK OF INDIA

D) BRANCH NAME : BHELTOWNSHIP, HYDERABAD- 502032.

E) Account No. : 62048154115

F) Account type : Current A/c

G) Bank IFSC Code : SBIN0020075

H) Bank MICR Code : 500002370

**Kindly note, the Acknowledgement copy to be enclosed with the Technical bid.**

b. Bankers cheque/Pay order/Demand draft, in favor of BHEL (along with offer)

3.2.2 Tenders received without EMD as specified above shall be rejected. If EMD accompanies price bid, such bids shall not be considered and will be rejected. No adjustment of EMD shall be made with EMD submitted earlier with other tenders of BHEL or any outstanding amount. If EMD is not in line with amount called for, the EMD as well as the quotations will be returned and unopened to the tenderers.

3.2.3 EMD of unsuccessful bidders shall be returned promptly upon award of Contract and EMD of successful bidder will be returned upon the bidder's accepting the contract and furnishing the requisite security deposit.

**3.2.4 Forfeiture of EMD**

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

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.

- i. If the Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/ Contract.
- ii. 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.

a) EMD shall not carry any interest.

b) EMD of successful tenderer will be retained as part of Security Deposit.

3.2.5 The EMD will be forfeited if the accepted tender is withdrawn. If only a part of the work included in the tender had been awarded to the tenderer, proportionate amount of EMD will be retained

3.2.6 Nil

### **3.3 SECURITY DEPOSIT**

3.3.1 Upon acceptance of his tender bid, the successful tenderer must deposit Security Deposit within the time specified in the letter of intent. Security Deposit should be collected from the successful tenderer. The rate of Security Deposit will be as below:

3.3.2 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

3.3.3 The successful tenderer on receipt of letter of intent can convey his acceptance in writing for conversion of EMD into security deposit.

3.3.4 If the work is awarded, the agency has to pay 50% of SD in advance on contract value before commencement of work after adjusting of EMD amount.

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

- i) Local cheques of Scheduled Banks (subject to realization) Demand Draft in favour of BHEL
- ii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL
- iii) 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)
- iv) 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)

3.3.6 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.

3.3.8 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 recovered from payment/s due to the Contractor.



- 3.3.9 Failure by the successful tenderer/bidder to deposit the security deposit amount as mentioned above within the stipulated time, which will include any extension that may be granted by the authorities, will render his earnest money deposit liable to forfeiture and his tender shall be consider as withdrawn. Security Deposit shall not be refundable to the contractor except in accordance with the terms of the contract.
- 3.3.10 The Security Deposit will be released along with the final bill or after completion of maintenance period for the work, whichever will be later, subject to the condition that nothing is outstanding against the Contractor. SD shall not carry any interest.

The Maintenance period of the work is **12 months**.

#### **3.4 STATUTORY REQUIREMENTS:**

- 3.4.1 While quoting the rate, the tenderers are advised to take note of minimum wages / BHEL Fair Wages / Central Govt., / State Govt., (whichever is higher) payable to workmen.
- 3.4.2 The tenderer will be required to comply with all the statutory provisions such as Bonus , if any, (% as prevailing in BHEL RC Puram) if applicable, PF (13%), EDLI (0.5%), ESI, Gratuity, GST whichever is applicable as per norms and other applicable taxes, BHEL Fair Wages prevailing at the time of payment or arrears thereof, declared Holidays, leave, AP Labour Welfare Fund etc. The contractor shall submit the documentary evidence of payment on account of submission of statutory payments made to the concerned agencies every month and same may be submitted for clearance of bill.
- 3.4.3 The tenderer shall comply with the provisions of the Factories Act 1948, Contract Labour (Regulation and Abolition) Act 1970, ESI Act 1948, Employees Provident Fund and Miscellaneous Provisions Act 1952, Minimum Wages Act 1948, Payment of Gratuity Act 1972, Industrial Disputes Act, 1947, Payment of Bonus Act 1965, if applicable, Employers Liability Act 1938, Inter State Migrants Workmen (Regulation of employment and conditions of Service) Act 1979 State Govt. Labour Welfare Fund Act, and or any other Laws and Rules that may be applicable from time to time to the workers engaged by him. The tenderer, when required by the Company shall produce the registers and records for verification and comply with other directions issued by the company for compliance of the statutory provisions.
- 3.4.4 The tenderer shall fully indemnify the loss if any caused to BHEL due to any default or non-observance of any of the laws, or any omission or commission or inability on the part of the Tenderer or his representative.
- 3.4.5 The tenderer shall, keep and produce for inspection at all times, forms, registers and other records required to be maintained under various statutes in order to enable scrutiny by the Company whenever required.
- 3.4.6 The tenderer shall produce to the Company, the documentary proof of payment of the said statutory dues. Non-observance of the provisions will be construed as default by the Tenderer in making such payment, and payment of his bill will be deferred despite other legal action.
- 3.4.7 The Income tax as applicable will be deducted from the bill of the contractor.

- 3.4.8 Each tenderer will be required to maintain the daily attendance of his labours in the prescribed Pro-forma for accounting payment of wages, deduction towards ESI & PF Contributions, payment of Bonus, if applicable, leave etc.
- 3.4.9 The tenderer will have to follow the provisions of Payment of Bonus Act 1965 , if applicable and Rules 1975, and is liable to pay Bonus to his workers. **The bonus element is to be considered in the quote and BHEL shall not reimburse any amount towards this. The bonus amount payable shall be as per the BHEL Hyd HR circular.**
- 3.4.10 The tenderer will have to extend paid National Holidays and Festival Holidays to their workmen as per BHEL RC Puram direction or as per the provisions of the relevant Act and the Rules thereof. However, if due to exigencies of work the contractor engages his workmen on National Holidays or Festival Holidays contractor shall pay additional wages as prescribed under the provisions of the Act.
- 3.5 MANPOWER:**
- 3.5.1 The Contractor shall provide the required manpower for executing the contracted work. The contractor shall not engage a person who is less than 18 years of age.
- 3.5.2 The contractor shall be responsible for safety of his workers while they are engaged for work connected with the contract. The Contractor shall be responsible for the appropriate usage of the Uniform and PPE's by their workmen.
- 3.5.3 The contractor, as the employer of his workmen, shall manage them. In the event of any dispute arising between the Tenderer and his employees, the Tenderer alone is solely responsible for resolving the dispute between them and BHEL will in no way be responsible for settling the dispute either statutory or otherwise.
- 3.5.4 The contractor will be solely responsible for executing the agreed work and the employees of BHEL will only oversee the proper execution of work. The contractor or his representatives shall be available in the factory to control and supervise his workers and take down instructions from the designated officials of BHEL. The cost of deployment of Supervisor has to be borne by the Contractor.
- 3.5.5 The contractor shall have full control over his workmen w.r.t determining service conditions, discharge, dismiss, or otherwise terminate their services at any time. The contractor shall be solely responsible for any claim arising out of employment or termination of employment of his employees and for statutory payments.
- 3.5.6 The contractor shall employ only such personnel who are medically fit. The company has right to direct the contractor to remove from the premises such of his personnel who may be physically, hygienically, clinically or medically unfit.
- 3.5.7 The contractor shall employ only such personnel who have not been found unfit for employment in Organizations such as Central/State/Public Undertakings by the Police authorities. Persons against whom criminal cases are pending or under investigation and persons found guilty of offences involving moral turpitude shall not be engaged for executing work.

3.5.8 The Contractor shall comply with all the operational rules and regulations, including safety and security rules framed by the company from time to time wherein the Contractor or his workmen happen to be operating / working. In the event of any of the workmen of the contractor violating any of the said rules and regulations, the Contractor would be required to remove forthwith such workmen from the company's premises.

3.5.9 Out of total manpower to be deployed the Contractor shall to the extent possible to deploy 15% scheduled castes and 7.5% of scheduled tribe community.

### 3.5. A. SAFETY:

- (i) All safety equipment such as safety belts, helmets & other equipment (as required for this work) are to be positioned by the contractor & used as per requirement.
- (ii) Any casualty or damage caused to the property or person by any untoward incidents while executing this contract will be at the contractors risk & cost.
- (iii) Violation of applicable safety, health & environment related norms, a penalty of Rs.5,000.00(Rupees Five thousand) per occasion shall be imposed.
- (iv) Any compensation paid to victim shall be recovered from Contractor, agency or firm, if the accident is attributable to negligence of Contractor, agency or firm or any of its employees.

*a) Victim : Any person who suffers permanent disablement or dies in an accident as defined below.*

*b) Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/operation and works incidental thereto at BHEL Factory/Offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/during working at BHEL Units/Offices/Townships and premises/Project sites.*

*c) Compensation in respect of each of the victims:*

*i. In the event of death or permanent disability resulting from loss of both limbs: Rs.10,00,000/- (Rs Ten Lakh)*

*ii. In the event of other permanent disability : Rs 7,00,000/- (Rs Seven Lakh)*

*d) Permanent Disablement : A Disablement that is classified as a permanent total disablement under the provision to Section 2 (I) of the Employees Compensation Act, 1923".*

- (v) The agency has to produce medical fitness certificate for his workman for suitability of workers to work on heights.

### 3.6 PERIOD OF CONTRACT

- i) The contract shall be, initially, for a period of 2 months.

- ii) The parties, if mutually agreed upon, may extend the period of contract for a further period of **12 months or part thereof** on the same rates, terms and conditions.

If the contractor fails to execute the contract, BHEL reserves the right to execute the contract through any other contractors at the risk and cost of the contractor and the company reserve the right to take appropriate action against the defaulted contractor(where ever applicable).

BHEL is at liberty to terminate the Agreement by giving 30 days' notice in writing.

### **3.7 FAILURE TO COMPLY WITH CONTRACT**

- i) Notwithstanding anything contained in any other clause, BHEL reserves the right to terminate the contract due to any failure on the part of the Tenderer in discharging his obligations under the contract or in the event of his becoming insolvent or going into liquidation. The decision of the BHEL about the failure on the part of the Tenderer shall be final and binding on the tenderer.
- ii) In case of any damage to the existing building, structures, materials, tools, furniture and fixtures, machines etc., caused from contractor's end directly or indirectly, the cost of its repairs or replacement will be recovered from the contractor. If there is any work stoppage in any area of the Plant due to the fault of the contractor, the contractor is liable to compensate the same.
- iii) In the event of any failure on the part of the tenderer, BHEL shall have the right without prejudice to any other right or remedies, to get the work done through any other agency and the Tenderer shall be liable to compensate BHEL for any losses on this account. The additional cost, loss, if any incurred by BHEL will be recovered from the bills, security deposits, other dues, directly from the Tenderer or by initiating appropriate legal action.

### **3.8 PAYMENT TO THE CONTRACTOR**

- i. Normally, the periodicity of payment to the contractor shall be on a calendar month basis. The Contractor shall raise the bill for payment as per the contractual terms & conditions mentioned in the contract, which should be duly certified by the BHEL official in charge of the contract work.

In certain cases due to direct association of work with customer project, payment is made after completion of work. In such cases same will be specified in the NIT/enquiry and the agreement entered into post award of job.

The Contractor shall raise the bill for payment as per the contractual terms and conditions mentioned in the contract, duly supported by attendance sheet for all the contract labors capturing therein for each of the Contract labour total time engaged during each day on the job and the same to be duly certified by the BHEL official in charge of the contracted work. Contract is to be expressed both in terms of required categories of labour and number of labors against each category to ensure that the contractor discharges all the contractual and statutory obligations in respect of labors engaged on the job. At the same time required output in terms of units, tonnage etc. is also to be stated to correlate achieved output vis-à-vis desired output.

Following conditions shall be adhered strict during the contract period:

  - a. In case there is fall in the achieved output vis-à-vis desired output, contractor is to be warned in two spells.
  - b. If the unsatisfactory performance repeats, contract is liable to be short closed.

- ii. The Contractor shall initially pay the wages, and other statutory payments etc., with in the specified time, related to his workmen and then claim bills from BHEL. The contractors would be required to submit their Claims/bills along with the proof of payment of wages, PF, ESI etc., to the respective user departments. The claims/bills will be scrutinized, certified and process for payment by the respective user departments and forwarded to Accounts Department along with HR/IR clearance certificate for effecting payment.
- iii. The contractor shall be responsible for safety of his workers while they are engaged for work connected with the contract. The Contractor shall be responsible for the appropriate usage of the Uniform and PPE's by their workmen.
- iv. The contractor shall pay bonus to all his workmen as per the applicable provisions of the payment of Bonus Act 1965 and its rules amendments from time to time if applicable for contract period. **The bonus element is to be considered in the quote by the contractor/Firm and BHEL shall not reimburse any amount towards this.**
- (vi) **IMPLEMENTATION OF PRICE VARIATION CLAUSE: This is a Firm Price contract.** Any increase in consolidated wages of BHEL RC Puram or increase in Variable Dearness Allowance by appropriate government to the eligible workmen of contractors, will **not** be reimbursed by BHEL RC Puram to the contractor. The rates quoted by the contractor shall be firm for entire period of contract. The bidder shall quote a firm prices. **The prices shall be firm throughout contract execution and shall not be subjected to any escalation on any account whatsoever.**

### 3.9 SUB-CONTRACTING

The contractor shall not sub-contract or transfer or assign the contract in full or any part thereof to any other person or firm or company without the previous express written approval of BHEL.

### 3.10 LAWS GOVERNING THE CONTRACT

- i) The contract will be governed by the Laws of India for the time being in force and as amended or made from time to time.
- ii) All disputes shall be settled in accordance with the Laws of India for the time being in force and as amended from time to time.
- iii) All disputes arising out of or in relation to this contract or Agreement shall be settled by mutual discussions through Conciliation and in the event of failure of conciliation, such disputes shall be referred to Arbitration in accordance with the provisions of Arbitration and Conciliation Act, 1996.

### 3.11 LEGAL JURISDICTION:

In respect of all matters arising out of or pertaining to the contract, the cause of action thereof shall be deemed to have arisen only at RC Puram, Hyderabad, where BHEL - HPEP is situated. All legal proceedings pertaining to the above matters or dispute shall be instituted only in courts having territorial jurisdiction over the place where BHEL-HPEP is situated and no other court shall have the jurisdiction.

#### **4.0 DUTIES AND RESPONSIBILITIES OF THE CONTRACTOR:**

- 4.1 The duties, responsibilities and obligations of the contractor including statutory responsibilities mentioned in this document are indicative and not exhaustive. Contractors are required to confirm with the concerned authorities for proper and complete compliance.
- 4.2 The contractor will abide by the provisions of Child Labour (Prohibition & Regulation) Rules 1988. He should issue appropriate Appointment Letter to his Workmen.
- 4.3 The following documents / forms under Contract Labour (Regulation & Abolition) Act 1970 and relevant rules therein shall be maintained by the contractor:
- (i) A notice showing the wage period and date of disbursement of wages to be displayed at the place of work and a copy sent by the contractor to the HR Department (Rule 75).
  - (ii) A register of workmen Form XIII (Rule 75)
  - (iii) Employment card Form XIV (Rule 76)
  - (iv) Service Certificate Form XV (Rule 77)
  - (v) Muster Roll, Wage Register, Deductions Register, overtime Register Etc.
  - (vi) Half yearly return to be sent (In duplicate) by the contractor to the licensing officer. Form – XXIV (Rule 82 (I)) with a copy to HRM Department regularly.
  - (vii) All statutory registers and records shall be preserved in original for a period of Ten years and should be made available even after the contract is over for verification.
- 4.4 The contractor shall comply with the provisions of Contract Labour (R & A) Act 1970 including provisions relating to welfare and Health facilities as provided under the Contract Labour (R& A) Act 1970 and relevant rules.
- 4.5 All the Contractors shall submit the half yearly / yearly returns to Regional Labour Commissioner (Central), Hyderabad or appropriate authority as required under contract Labour (Regulation & Abolition) Act 1970 and forward a copy to HR Department.
- 4.6 BHEL, HPEP, RC PURAM – Hyderabad is a Notified Area under the provisions for ESI Act 1948. The contractor shall comply with the provisions of ESI Act, and will be responsible for any liability arising during the tenure of the work contract under the Act. The contractor should ensure ESI coverage and facilities to his workers (i.e. ESI code no. and ESI card etc.) as per ESI Scheme from ESI authorities including Medical Benefit etc.,. The contractor shall arrange for filing of family declaration forms in respect of their contract labors and deposit the same in ESI office for issue of Identity card by ESI authorities. The contractor may deduct required ESI contribution from the wages of their employees as per law and deposit the same (Employees share) along with his contribution to the ESI authorities.
- 4.7 Workmen insured under ESI Act only shall be deployed in contract work. For the Persons not covered under the provisions of ESI Act, the contractor shall take required insurance under Employees Compensation Act 1923 with medical benefit.
- 4.8 The tenderer shall submit bi-annual return in Form 6 along with monthly Challans to the appropriate authority under the provisions of Employee's State Insurance Act 1948, under intimation to HR Dept.



- 4.9 Notwithstanding anything contrary to this, in the event of accident, the contractor shall be required to submit accident / injury report to the concerned authorities with a copy of the same to the designated BHEL Executive immediately and ensure the compliance of the ESI Act and rules made therein.
- 4.10 The tenderer shall submit the following returns to the appropriate authority under the provisions of Employee's Provident Fund and Misc. Provisions Act 1952, Employees Pension Scheme 1995 under intimation to HR Dept.
- (i) Monthly return in Form 12 A along with form 5 & 10 (addition and deletion) and monthly Challan or any other form as modified by PF authorities
  - (ii) Annual Return in Form 6A along with Form 3A.  
(till this procedure is discontinued by the PF authorities)
- 4.11 The Contractor shall maintain the following records as required under the Employees Provident Fund And Miscellaneous Provisions Act 1952, Employee's Pension Scheme 1995 Declaration of Nomination, Form No.2 Para 33 and 61 (1). Attendance, Wage Register, any other documents / registers as required
- 4.12 The contractor shall regularly on or before prescribed date of every month pay the amount of contribution (employer's contribution as well as the employee's contribution) as per the Employee's Provident Fund and Miscellaneous Provisions Act 1952, Employees Pension Scheme 1995 and Employee's State Insurance Act 1948
- i. The contractor may recover from his workmen, the employee's contribution in accordance with the provisions of the said act and the Scheme but shall not recover the employer's contribution or the other charges from his employees in any manner.
  - ii. The contractor shall submit along with monthly bills to BHEL, statement showing the recoveries of contributions in respect of employees employed by or through him along with the proof of Deposit of such contribution with the Concerned Authority and shall also furnish to BHEL such information, in the capacity of principal Employer, as required to be furnished under the provisions of the schemes under the Employees P.F. and Misc. Provisions Act 1952 and ESI Act, 1948 to the authorities under the said Acts.
  - iii. The Contractor shall arrange for his own P.F. and ESI Code Number from the PF and ESI authorities respectively. The expenditure incurred by the contractor towards payment of the Employers Contribution and PF Administrative charges is already included in the estimated price of BHEL.
- 4.13 Any increase in consolidated wages of BHEL RC Puram or increase in Variable Dearness Allowance by appropriate government to the eligible workmen of contractors, **will not be** reimbursed by BHEL RC Puram to the contractor. The rates quoted by the contractor shall be firm for entire period of contract. The bidder shall quote a firm prices. **The prices shall be firm throughout contract execution and shall not be subjected to any escalation on any account whatsoever.**



- 4.14 Any failure to comply with the statutory requirements on the part of contractor shall disqualify such contractor from all contracts awarded to him and his name shall be black-listed for further tenders / contracts. In addition, the Contractor's security deposit shall be forfeited apart from consequential legal action against him.
- 4.15 The contractor shall maintain Form D as per Rule 5 of the Payment of Bonus Act, 1965. The contractor is further liable to pay bonus to his employees in accordance with the payment of Bonus Act 1965.
- 4.16 The contractor will be required to contribute towards gratuity payment of his employees (contract workers) required as per Payment of Gratuity Act. He will also be responsible to pay retrenchment compensation under the Act. In case of short closing of contract by either side, the Contractor shall settle all dues payable to workmen including Bonus on last working day.
- 4.17 In case the contractor employs women, he will discharge his obligation under law in respect of such women workers such as prohibition of engaging them during night hours, prohibition of employing them more than 9 hours per day, provision of crèche facility, grant of maternity leave as per rules etc.
- 4.18 The Wage period for the Workmen of Contractors engaged on long contracts shall be Calendar Month and the contractor shall be responsible for making payment of wages within 7 days of the closure of the wage month (on 07th day of the calendar month following the wage month) The disbursement shall be proposed to the 6th day, if the 7th day happens to be a holiday. The Contractor would be required to open an Account for Electronic Fund Transfer (EFT) of his Bills/Claims from BHEL as well as EFT of wages/OT/other payments of his workmen from his Bank Account to the Bank Accounts of his workmen so that risks associated with cash transactions can be avoided.
- 4.19 The Contractor shall be required to issue monthly Wage slips /OT Slips to their workmen. Further, the Contractors claims are to be accompanied by a Certificate from BHEL Official certifying that "the Wage /OT Slips for the previous month/current month have been issued by the contractor to all their workmen". Further, the contractor would be required to issue Annual PF Statement from the PF Authorities for all his workmen engaged in BHEL HPEP, RC PURAM, HYD -32 before submitting Claim for refund of Security Deposit for the respective years.
- 4.20 In case contractor fails to make payment of wages to his employees or remittance of contribution to the concerned authorities, the Security deposit / other dues payable under the contract can be utilized by BHEL to discharge the liability of the contractor.
- 4.21 The workmen of the contractors shall wear uniform while attending duty in BHEL campus. The uniform shall be provided by Contractor to his workmen. The Contractor/his authorized representative shall ensure wearing of the Uniform by his workmen in the BHEL premises.
- 4.22 The liability for compensation on account of injury sustained by an employee of the contractor will be exclusively that of the contractor.
- 4.23 NATIONAL & FESTIVAL HOLIDAYS (as declared by BHEL): The contractor will give paid National Holidays and Festival Holidays to the workers as per Section 5 of National and

Festival Holidays Act. However, if due to the exigency of work if any of his workmen is required to work on National Holiday or Festival Holiday, the contractor has to pay wages as per Section 5, sub section 2 and 3 of the said Act.

- 4.23 Besides the four national holidays i.e. 15<sup>th</sup> August, 26<sup>th</sup> January, 2<sup>nd</sup> October and 1<sup>st</sup> May (May day) if Govt. declares any other day as a national holiday same will be treated as paid holiday for the purpose of this contract. Accordingly the contractor shall be required to provide paid holiday to its workers for the same. If any of the contract worker works on such additional declared national holiday, he will be entitled to additional wage for the said day.
- 4.24 In addition to the above holidays mentioned at Clause 39, in the event the Central / State Government declares any other holiday/s and if such Holiday/s is/are applicable to BHEL, RC Puram, Hyderabad also, then the tenderer/contractor shall extend paid Holiday/s to his workmen. The tenderer shall take into account all such occasions while quoting in the tender.
- 4.25 **GENERAL ELECTIONS:** If the general elections are held for State Assembly / Parliament and Government declares a public holiday for exercising the franchise, the contractor shall give their workmen half day leave in "First" shift only. The contractor's workmen working in "Second" and "Night" shifts will be required to exercise their franchise during their own time.
- 4.26 The Contractor shall maintain the following Documents, Registers, Forms as required under the FACTORIES Act 1948 and Rules 1950 thereof
- |                    |             |
|--------------------|-------------|
| (I) Leave Register | Form No. 15 |
| (II) Nomination    | Form No. 25 |
- 4.27 The contractor will extend leave with wage to his workers @ of one day for every 20 days work. To facilitate the proper execution of the Factories Act, these leaves shall be allowed during the same calendar year. The contractor will pay the un-availed portion of leave in cash along with monthly wages / at the end of Contract period.
- 4.28 Contractor has to ensure that all his workmen are granted one day weekly off after every 48 hrs. of working. The workmen working for more than 48 hours in any week shall be paid wages twice the ordinary rate of wage in accordance with the provisions of Section 59 of the Factories Act, 1948 read with the A.P Factories Rules 1950.
- 4.29 The contractor shall follow safety rules and regulations as per provisions of Factories Act 1948, and Rules at his own expense and arrange for the safety provisions as appended to these conditions or rules framed by the government from time to time.
- 4.30 **A Refund of Security Deposit:** Security Deposit of contractor will be refunded only after the expiry of the maintenance period of the contract and based on the certification of successful completion of the contract and payment of PF, ESI and applicable statutory dues by the concerned Officials / department and submission of an Undertaking from the contractor, that in case of Claims from any of the statutory authorities, the same would be indemnified by the Contractor.
- 4.31 The Contractor shall be required to follow the GST norms from time to time.

- 4.32 Contractor shall inform his PAN to BHEL. Income tax as applicable will be deducted at source by BHEL from the bills of contractor.
- 4.33 All the Registers and Records, forms, Notices maintained under the relevant Acts and Rules should be produced on demand before the Inspector or any other authority under the Act, failing which the contract may be terminated without any notice.
- 4.34 Contractor shall be required to submit a list of his workers to be deployed for the works contract giving details regarding Name of contract worker, Fathers Name, permanent and Present Address, Date of Birth, Qualification, Caste-SC/ST/OBC, ESI No, PF No. and the family details.
- 4.35 The contractor shall abide by all the labour legislations and other laws including the provisions of Contract Labour (Regulation & Abolition) Act, 1970, the Factories Act, 1948, the Payment of Wages Act, 1936, the Minimum Wages Act, 1948, ESI Act, 1948, Employee Provident Fund Act, 1952, AP Labour Welfare Fund Act, Payment of Bonus Act 1965 if applicable, Payment of Gratuity Act 1972, and other relevant Acts applicable to his workmen under this Contract.
- 4.36 BHEL shall be indemnified against all losses, Claims, prosecutions etc. under any law.
- 4.37 The contractor shall promptly furnish all information and document required by BHEL authorities for the purpose of complying with the responsibilities of Occupier of the factory and shall render all the necessary assistance for the same.
- 4.38 The contractor will maintain proper discipline of his workmen and will ensure that his workers do not cause any loss or theft or damage to any company's property. The contractor will also be responsible for the good conduct of his workmen.
- 4.39 The contractor shall ensure and maintain uninterrupted progress of the work in accordance with instructions given to him on behalf of BHEL from time to time.
- 4.40 In case the contractor makes default in commencing the work within the time specified by BHEL without any reasonable cause, disputes any of the terms and conditions of the contract or refuses to execute the contract or any part thereof at any stage, the contract shall, without prejudice to any other right or remedies available to BHEL, be liable to be cancelled / terminated in part or in whole. In the event of such cancellation / termination of contract, 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 be executed by the contractor.
- 4.41 The Contractor shall without fail give up-to-date information in writing of the attendance of the workers engaged by him. The Contractor will also submit the required documents and certificates as prescribed from time to time for the clearance and the payment of the Bill.

- 4.42 Whenever any sum of money is found to be recoverable from or payable by the contractor, the same will be deducted from any sum that may due or which at any time there after becomes due to the contractor under this contract or under any other contract or from his security deposit. In case the recoveries are not complete even after such deduction, the contractor shall pay the same or the balance thereof from the security deposit. The contractor shall immediately thereafter pay such further sums as may be required to replenish the shortage caused by such recoveries in the amount of security deposit.
- 4.43 During the currency of contract, if the contractor is awarded any other job work contract in BHEL, the contractor will have to inform the designated BHEL official before accepting the other work.
- 4.44 In case of failure on the part of the contractor to execute the work awarded to him within the stipulated time, the sum equivalent to the EMD as per BHEL Works Policy shall be forfeited as per the Undertaking provided by tenderers, after a week's notice issued by the awarding officer and BHEL may in its discretion award the contract to any other party.
- 4.45 In case of any extra work executed by the contractor, the contractor will be paid on pro-rata basis.
- 4.46 All the Terms and Conditions as mentioned in Work Order will also form a part of the Agreement.
- 4.47 BHEL shall have the right to deduct any sum from the bill of the contractor for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the contract, Non- payment of wages or of deduction made from his or their wages which are not justified by the terms of the contract or non-observance of the said contract Labour regulations.
- 4.48 The contractor shall be responsible for observance of local laws, employment of personnel, payment of taxes etc. As far as possible, workers shall be engaged from the local areas in which the work is being executed.
- 4.49 The contractor shall be wholly responsible for the behavior of the workmen at the work place and outside, in the BHEL premises.
- 4.50 The contractor shall be responsible for safe custody of BHEL's property like materials, tools etc., entrusted to him and if necessary arrange insurance at his own expense.
- 4.51 The contractor shall be responsible to make good and rectify at his own expense any defect, which may develop or may be noticed within the period of the contract.
- 4.52 BHEL shall be entitled to recover any payment made on behalf of the contractor under any law or otherwise.
- 4.53 BHEL Officer In-charge shall have the right to stop the work at any stage or at any time by giving the contractor seven days' notice in writing.

#### 4.54 **ARBITRATION & CONCILIATION:**

The parties agree that 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 agreement, contract or the memorandum of undertaking 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 Expert Committee to be appointed by competent authority of BHEL from the BHEL panel of Conciliators.

Except as provided elsewhere in this Contract, in case amicable settlement is not reached between the Parties, 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, then, either Party may, by a notice in writing to the other Party refer such dispute or difference to the sole arbitration of an arbitrator appointed by Head of the BHEL Unit/Region/Division issuing the Contract.

The Arbitrator shall pass a reasoned award and the award of the Arbitrator shall be final and binding upon the Parties.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act 1995 (India) or statutory modifications or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration and conciliation proceedings under this clause. The seat of arbitration shall be Hyderabad only.

The cost of arbitration shall be borne as per the award of the Arbitrator,

Subject to the arbitration in terms of Clause      above, the Courts at SANGAREDDY shall have exclusive jurisdiction over any matter arising out of or in connection with this Contract.

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.

5. **Contract Work Description – Schedule “A”**

**Contract period: 2 Months**

**CONTRACT WORK DESCRIPTION : “Construction of watchtower at New Pipe and plate yard”**

S.No	Description	Qty	Unit
1	Fabrication of structural steel work including all materials going into the process of fabrication and forming an integral part of steel work together with all shop and site rivets and electrodes for site welding as necessary and all site connections comprising sag rods, floor beams, girders, bracings, trusses and frame work for fixed false ceiling and for movable false ceiling, purlins with channel / angles, MS flat supports including all connections as per detailed drawings connected steel works etc., cleats, gusset plates, all bolts, nuts, washers, base plates, anchor bolts as per detailed drawings, cutting, welding and painting 2 coats of red-oxide primer before erection etc., complete. The rate shall include painting 2 coat of Red-oxide as per IS specifications and all charges for handling, leading and loading at the fabrication yard. <b>The raw structural steel sections, electrodes, gasses will be issued by BHEL on FREE of cost at BHEL stores.</b>	10.00	MT
2	Erection of Steel work out lined in above item including the charges for handling, leading and stacking at site at approved locations prior to erection including all site rivetting, bolting, jointing and site welding where ever required.	10.00	MT
3	Painting with synthetic enamel paint of approved brand and manufacture to give an even shade:Two or more coats on new work.(synthetic enamel paint will be supplied by BHEL).	10.00	MT

4	Supply and Fixing of <b>colour coated aluminium zinc alloy coated metallic hirib profile sheet of nominal 1015-1020mm effective cover width and 28-30 mm</b> deep ribs with subtle square fluting in the five pan at nominal 202-205mm centre-to-centre. The end rib shall be designed for anti-capillary action, to avoid any seepage of water through the lateral overlap. The feen material is manufactured out of nominal 0.45mm base metal thickness (BMT) or 0.5 mm TCT, Hi-Strength steel with minimum 550 MPa yield strength metallic hot dip coated with aluminium -Zinc alloy (55 % Aluminium ,45 % Zinc)as per AS 1397-Zincalume AZ150 (Min 150 Grams / Sq.Mt) Total on both sides) with colour bond steel quality paint coat as per AS/NZS 2728 type 3-4.The paint shall have a total coating thickness of nominal 35 µm, Comprising of nominal 20µm exterior coat on top surface and nominal 5 µm reverse coat on back surface over nominal 5µm primer coat on both surfaces of approved colour shade by concern authority. The steel manufactures test certificate for the certificate for the chemical and mechanical properties of steel must be submitted for approval by the engineer-in-charge.	40.00	Sq.m
5	Supply & fixing of 3 <b>mm thick</b> glass of plain / opaque / pin headed etc., with MS glazing clips and putty at all floors of buildings , all as directed by Engineer-in-charge.	40.00	OneSq.m
6	<b>Earth work in excavation in all soils</b> by mechanical means (Hydraulic Excavtors) / manual means in foundations trenches or drains (not exceeding 1.5m in width or 10 Sq.m on plan ) including dressing of sides and ramming of bottoms, lift upto 1.5m, including getting out the excavated soil and disposal of surplus excavated soil as directed , within a lead of 50M.	17.00	Cu.m
7	Providing and laying in position cement concrete of specified garde excluding the cost of centering and shuttering including consolidation by vibrations for all works up to plinth level with <b>1:4:8</b> (1 cement : 4 coarse sand : 8 graded stone aggregate of 20 mm nominal size ) - <b>The cement will be issued free of cost by BHEL at BHEL stores.</b>	1.10	Cu.M



8	Providing and laying in position specified grade of reinforced cement concrete excluding the cost of centering ,shuttering, finishing and reinforcement ,including consolidation by vibrations for all works <b>up to plinth level</b> with <b>1:1½ :3</b> (1 cement : 1½ coarse sand : 3 graded stone aggregate of 20 mm nominal size ). <b>Cement will be issued free of cost by BHEL at BHEL stores.</b>	7.50	Cu.M
9	<b>Filling</b> with available excavated earth (excluding rock) in trenches , plinth , sides of foundations etc. in layers not exceeding 20 cm in depth , consolidation each deposited layer by ramming and watering , lead upto 50.00 m and lift upto 1.50 m.	8.40	Cu.M
10	Reinforcement for R.C.C. work including straightening , cutting , bending , placing in position and binding grills with binding wire all complete by cold twisted bars-Upto floor Five level.	0.70	M.T
11	Supplying and fixing of various sizes of MS bolts,nuts and washers confirming to IS 1367-1961 including cost of all materials, labour etc., complete (MR).	0.03	One MT
12	Dry stone pitching 22.5 cm thick including supply of stones and preparing surface complete with pointing in C:M in 1:3	10.00	Sqm

## **6-A TECHNO-COMMERCIAL BID APPLICATION**

To,  
Bharat Heavy Electricals Limited  
H.P.E.P., RC PURAM,  
HYDERABAD-32

Dear Sir,

I / We hereby offer to carry out the work '-----' -against Tender Enquiry No.

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

- 2.0 Prequalification requirements
- 2.1 Instructions to Tenderer
- 3.0 General terms and conditions
- 3.1 Eligibility Criteria
- 3.2 Earnest Money Deposit
- 3.3 Security Deposit
- 3.4 Statutory Requirement
- 3.5 Manpower
- 3.5A Safety
- 3.6 Period of Contract
- 3.7 Failure to comply with Contract
- 3.8 Payment to the Contractor
- 3.9 Sub-contracting
- 3.10 Laws governing the Contract
- 3.11 Legal Jurisdiction
- 4.0 Duties & Responsibilities of Contractor
- 5.0 Contract Work Description –Schedule A
- 6-B Special Terms & Conditions of Contract
- 6-D Evaluation of Price Bid
- 6-D-1 MSME Supplier
- 8.0 Terms and conditions of Contract Agreement
- Guidelines for Reverse Auction
- 7.0 Declaration by Tenderer
- 9.0 Special Instructions
- 13.0 Taxes & Duties – GST Clauses

(Part –A)

Note: EMD & Tender document cost which is in the form of RTGS/  
NEFT/DD/Bankers cheque shall be enclosed in Part –A only

Price Bid

(Part – B)

I/ We further agree to execute all the works referred to in the said documents as per the General terms and conditions.

I am /We are in possession of independent PF/ESI Code.

I/We undertake to obtain applicable the PF/ESI coverage of all our workmen to be deployed for the above work and also agree for recovery of appropriate PF/ESI contribution from wages/bills

Signature of the Tenderer

Date:

Strike out which is  
not applicable

**PART - A**

**TECHNICAL BID - I**

Tender Enquiry No. :

Date:

**Details of the Contractor:**

- a) Name and address of the Firm:
- b) Name and address of the proprietor:
- c) Is any contract being operated under the control of the tenderer in BHEL . Yes / No

(If yes furnish the details) :

	<u>Location/ Address</u>	<u>Value</u>	<u>Date of Completion</u>
1.			
2.			
3.			
4.			

- d) Is any relative of tenderer employed in BHEL Yes / No

(If yes furnish the detail)

Name	Staff no	Location / Area

Signature of the Tenderer

Date:

Signature and Seal of Tenderer

Signature of Issuing officer

**TECHNICAL BID – II**

**The contractor shall confirm the enclosure of all the below documents without which tenderer may not be eligible to participate in the tender:**

01	ESI Code No. (enclose copy of ESI code allotment letter of ESI authority)	
02	PAN No.	
03	PF Code No. (enclose copy of PF code allotment letter of EPF authority)	
04	GST REGISTRATION NUMBER	
4.1	State in which registered	
4.2	Type of GST Registration : Composite or Regular ( Indicate Composite or Regular)	
4.3	Whether Casual Taxable person or non-resident taxable person or regular taxable person	
4.4	Place from where the services are rendered	
05	Banker's Name & Address	
06	Bank A/C No. & Branch	
07	Have you quoted rates for all the activities, as indicated in the price bid ( Part – B )	YES / NO
08	Financial Turnover for preceeding three years duly certified by qualified Chartered Accountant:	Assessment Years 2015-16: 2016-17: 2017-18:
09	Details of EMD (RTGS/NEFT/DD/Bankers Cheque has to be enclosed along with Technical bid).	Amount : DD No : DD date : Bank : Branch :
10	Details of tender document cost (RTGS/NEFT /DD/Bankers Cheque has to be enclosed along with Technical bid).	Amount : DD No : DD date : Bank : Branch :

Signature and Seal of Tenderer

Signature of Issuing officer

11	Particulars of Experience/Credentials As per pre-qualification requirements. (Work completion certificates to be enclosed) If vendor submits Pvt. Company experience, the following documents should be submitted along with technical bid: Awardal Copy,Agreement Copy,TDS,Otherwise bid will be liable for rejection.	
12	Labour License(State/Central) Validity up to In case not available, bidder shall submit the License before commencement of the work.	
13	Reverse Auction acceptance? Yes/No	

Note:

- I. Photocopy in support of above wherever applicable should be attached.
- II. Please note that if answer of SI No.01, 03, 08 is not available or 'No' then the bid is liable to be rejected.

Signature of the Tenderer

Date:

Signature and Seal of Tenderer

Signature of Issuing officer

## **6-B SPECIAL TERMS & CONDITIONS OF CONTRACT**

- i. Experience Certificate: On completion of contract, the contractor will be issued an experience certificate on the total performance of the contractor such as technical competency, implementation of statutory provisions in time, such as payment of wages to the worker, payment of PF contribution, Payment of ESI contribution, Payment of bonus if any, issue of PPE, uniform cloth, safety shoe etc., based on which the contractors future bid if any in BHEL will be evaluated.

## **6-C EVALUATION OF PRICE BID:**

- i. A single percentage (%) must be quoted for all categories mentioned in the price bid Proforma as the job would be awarded to one or more successful tenderer as per NIT criteria
- ii. Price bid evaluation will be made on the basis of service charge % quoted by bidder.
- iii. In case more than one agency becomes L1 by quoting same value, further sealed quotations will be called for, from those L1 agencies only to decide final agency with further lowest rates. No agency shall quote more than his original tender value, while re-quoting. Further, in the event of two or more tenderers becoming L1, the selection of the tenderer for the purpose of awarding contract will be on the basis of LOTTERY to be held in presence of representatives of L1 tenderers".
- iii. Contractor shall take total care to educate himself to know the prevailing wages payable to contract labour in BHEL RC puram and quote rates taking into account all aspects of contract.

### **6-C-1 MSME Supplier**

MSE suppliers can avail the intended benefits (Tender documents free of cost, exemption of EMD) only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part 1 in case of two part bid). Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before price bid opening. If the tender is to be submitted through e- procurement portal, then the above required documents are to be uploaded on the portal.

**6-D PROFORMA FOR PRICE BID**

Enclosed as a separate File.

**7.0 DECLARATION BY TENDERER**

I, -----, aged ----- Yrs., S/o -----,  
residing at -----

Hereby declare as follows:

- (i) That my nationality is \_\_\_\_\_.
- (ii) That I am a major and eligible to enter into contract / my firm / my company is competent to enter into an agreement.
- (iii) I shall employ only such personnel who have not been found unfit for employment in Organizations such as Central / state / Public undertaking by the Police Authorities.
- (iv) I shall not employ persons against whom Criminal cases are pending or under investigation.
- (v) I shall also not employ persons found guilty of offences involving moral turpitude for executing work in BHEL contracts.
- (vi) That there are no Criminal cases pending or under investigation against me or my firm or company.
- (vii) I have not been found guilty of offences involving moral turpitude nor any of the company directors / partners of my firm have been found guilty of offences involving moral turpitude.
- (viii) Neither myself nor my firm nor my company has been declared insolvent in the past.
- (ix) I have taken due care and efforts to furnish only information which are true in the tender document.
- (x) I shall employ labours who are more than 18 years of age and having sound physical and mental health.
- (xi) I shall keep Photograph / identity proof / residential proof of the laborers to be employed against this tender and arrange for police verification.

[Signature with Name & seal of the Tenderer]

Date :



## Proforma for Contract Agreement

Agreement No.

Job No.

IR No. Dt:

Name of work:

This agreement is made on .....(date in words) between M/s Bharat Heavy Electricals Limited, Ramachandrapuram, HYDERABAD-502 032 having its registered office at Siri Fort, NEW DELHI (hereinafter called "the company" of first part) and M/s .....(hereinafter called "the contractor" of the second part).

Whereas through its tender notice No. .... Dt. .... the company had called tenders for ..... (Name of the work), details of which are annexed here to (hereinafter called "the said work") as per terms and conditions stipulated in the above tender notice.

The contractor has quoted his rates vide quotation dated ..... In pursuance of the said contractor's quotation dt....., the company after accepting the quotation has awarded the work of..... as per schedule **enclosed** herewith containing full details of description of work, payment terms and rate per unit of work vide LOI/Work Order.....dated..... subject to the terms and conditions stipulated hereunder in addition to conditions stipulated in the said tender notice

Now it is hereby agreed as follows

1. That the agreement shall come into operation from ..... (date) and will be in force upto ..... (date).
2. As per the terms and conditions of the Tender Notice, the contractor has paid Security Deposit worth Rs...../- (Rupees .....Only) in the form of :  
.....
3. **Refund of Security Deposit:** Security Deposit of contractor will be refunded only after the expiry of the contract period and based on the certification of successful completion of the contract and payment of PF, ESI and applicable statutory dues by the concerned Officials / department and submission of an Undertaking from the contractor, that in case of Claims from any of the statutory authorities, the same would be indemnified by the Contractor.

**\*\* All the other applicable terms and conditions will be taken from the previously mentioned NIT conditions mentioned in this document.**

## 1. PROFORMA OF BANK GUARANTEE (in lieu of SECURITY DEPOSIT)

In consideration of the Bharat Heavy Electricals Limited <sup>1</sup> (hereinafter referred to as the 'Employer' which expression shall unless repugnant to the context or meaning thereof, include its successors and permitted assigns) incorporated under the Companies Act, 1956 and having its registered office at Siri Fort, New Delhi-110049 through its Unit at Ramachandrapuram, Hyderabad -502032 having agreed to exempt (Name of the Vendor / Contractor / Supplier) having its registered office at \_\_\_\_\_ <sup>2</sup> (hereinafter called the said Contractor which term includes supplier), from demand under the terms and conditions of the Contract reference No. \_\_\_\_\_ dated \_\_\_\_\_ <sup>3</sup> valued at Rs..... <sup>4</sup> (Rupees \_\_\_\_\_) <sup>4</sup> (hereinafter called the said Contract) of Security Deposit for the due fulfillment by the said contractor of the terms and conditions contained in the said Contract, on production of a Bank Guarantee for Rs. \_\_\_\_\_ <sup>5</sup> (Rupees \_\_\_\_\_ only), we \_\_\_\_\_ (indicate the name and address of the Bank) having its Head Office at \_\_\_\_\_ (address of the Head Office) (hereinafter referred to as the Bank) at the request of \_\_\_\_\_ [Contractor(s)] do hereby undertake to pay to the Employer an amount not exceeding Rs. \_\_\_\_\_ in the event of any breach by the said Contractor(s) of any of the terms and conditions contained in the said Contract.

We, \_\_\_\_\_ (indicate the name of the Bank), do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Employer. Any such demand made on the bank, shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this guarantee shall be a valid discharge of our liability for payment hereunder and the Contractor(s) shall have no claim against us for making such payment.

We, further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the Employer under or by virtue of the said Contract have been fully paid and its claim satisfied or discharged or till \_\_\_\_\_ <sup>6</sup> office/Department/Division of Bharat Heavy Electricals Limited certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said contractor(s) and also including the satisfactory performance of the equipment during guarantee period and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_ <sup>7</sup>, we shall be discharged from all the liability under this guarantee thereafter.

We, (indicate the name of the Bank) further agree with the Employer that the Employer shall have the fullest liberty without our consent and without affecting in any manner our obligations

hereunder to vary any of the terms and conditions of the said Contract or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the Employer against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Contract and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the Employer or any indulgence by the Employer to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

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

We, ..... BANK lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Employer in writing.

Notwithstanding anything to the contrary contained hereinabove:

- a) The liability of the Bank under this Guarantee shall not exceed .....<sup>8</sup>
- b) This Guarantee shall be valid up to .....<sup>9</sup>
- c) Unless the Bank is served a written claim or demand on or before .....<sup>10</sup> all rights under this guarantee shall be forfeited and the Bank shall be relieved and discharged from all liabilities under this guarantee irrespective of whether or not the original bank guarantee is returned to the Bank.

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

Date \_\_\_\_ Day of \_\_\_\_\_

for (indicate the name of the Bank)

(Signature of Authorised signatory).

\* This date to be indicated should not be earlier than 60 days after the date contemplated under the contract.

<sup>1</sup> NAME AND ADDRESS OF THE EMPLOYER. I.e. Bharat Heavy Electricals Limited.

<sup>2</sup> NAME AND ADDRESS OF THE VENDOR/CONTRACTOR/SUPPLIER.

<sup>3</sup> DETAILS ABOUT THE NOTICE OF AWARD/CONTRACT REFERENCE.

<sup>4</sup> PROJECT/SUPPLY DETAILS.

<sup>5</sup> BG AMOUNT IN FIGURES AND WORDS.

<sup>6</sup> VALIDITY DATE.

<sup>7</sup> *DATE OF EXPIRY OF CLAIM PERIOD.*

<sup>8</sup> *BG AMOUNT IN FIGURES AND WORDS.*

<sup>9</sup> *VALIDITY DATE.*

<sup>10</sup> *DATE OF EXPIRY OF CLAIM PERIOD.*

**Note:** The expiry of claim period shall be 3 months after validity date.

<b>2. List of Consortium Banks *</b>			
	<b>Nationalised Banks</b>		<b>Nationalised Banks</b>
1	Allahabad bank	19	Vijaya Bank
2	Andhra bank		<b>Public Sector Banks</b>
3	Bank of Baroda	20	IDBI
4	Canara Bank		<b>Foreign banks</b>
5	Corporation bank	21	CITI Bank N.A
6	Central bank	22	Deutsche Bank AG
7	Indian Bank	23	The Hongkong and Shanghai Banking Corporation Limited
8	Indian Oversea Bank	24	Standard Chartered Bank
9	Oriental bank of Commerce	25	J P Morgan
10	Punjab National Bank		
11	Punjab & Sindh Bank		<b>Private banks</b>
12	State Bank of India	26	Axis Bank
13	State Bank of Hyderabad	27	The Federal Bank Limited
14	Syndicate Bank	28	HDFC
15	State Bank of Travancore	29	Kotak Mahindra Bank
16	UCO Bank	30	ICICI
17	Union Bank of India	31	Indusind Bank
18	United Bank of India	32	Yes Bank

\* wef 22.03.2016

Signature and Seal of Tenderer

Signature of Issuing officer

**To be filled up by the bidder /Contractor**

S.No	Description	Data to be filled by Bidder/Contractor
1	<b>Name of the Contractor</b> <b>Full Address</b>  <b>Contractor's code No</b> <b>Contact person</b> <b>Phone , Fax</b> <b>Mobile Nos.</b> <b>Email ID</b>	: :  : : : : :
2	Details of DD/Cash receipt a) D.D or Cash receipt No.s for <b>EMD</b>  b) DD/Cash receipt No.s for <b>cost of tender documents</b> . (DD/C. R. s has to be enclosed along with this bid).	: :
3	Particulars of experience/credentials as detailed in notice. (Completion certificate of works to be enclosed )	: :
4	ESI No. (Copy to be enclosed) (in case not available, proof of having applied with acknowledgement from Concerned authorities).	:
5	PF CODE No. (Copy to be enclosed)	<b>: Pl read as per prequalification criteria</b>
6	PAN No. (Copy to be enclosed)	:
7	Provisional GSTIN / GSTIN	:
8	LABOUR LICENCE (Copy to be enclosed if available ) Valid up to : In case not available, bidder shall submit the Licence before commencement of the work.	:
9	Annual turnover during 3 years. (with supporting documents)	:

**Signature and Seal of Tenderer****Signature of Issuing officer**