

ANNEXURE-A

PLEASE REFER THE BIDDER MANUAL AVAILABLE IN www.bhel.abcprocure.com BEFORE QUOTING

ENQUIRY TERMS AND CONDITIONS FOR SUPPLY OF MANUAL HANDLING EQUIPMENTS

Note: This Annexure has to be mandatorily filled & signed by the manufacturer (or) mill and submitted along with Technical Bid.

Any deviation to the below mentioned terms shall be stated specifically in the comments column for each term and also in case of acceptance to our terms, it will be construed that the whole term is understood and agreed in totality without any deviation (if otherwise mentioned).

<u>Sl No</u>	<u>BHEL Requirements</u>	Supplier Comments (Acceptance or otherwise for each point to be given)
1	Supply of Manual Handling Equipment shall be as per the enclosed specification No. MOU/TPBHEL/M_HOIST Rev.00, Annexure-III to specification	
1.1	Your offer shall be considered only if your company is meeting Tender Prequalification requirement (Annexure C). Vendor to comply with Pre-Qualification requirement (Annexure C) of the tender and submit along with their technical bid - the credentials and other documents as indicated in the PQR in the format prescribed. Otherwise their offer may get rejected.	
1.2	Vendor to confirm compliance to our specification requirement	
1.3	Filled & duly signed data sheet as per Annexure-III to Specification shall be furnished along with the offer.	
1.4	Painting shall be done as per the applicable painting schedule for this project	
1.5	Packing Requirements: A. Packing should ensure the healthiness of the Equipment including all electrical Accessories which may be stored for longer period (up to 2 years) at Site conditions (open to atmosphere). B. All openings (Fluid, Pneumatic & Electric) shall be firmly capped. C. Items shall be packed in suitable enclosure (to prevent damage/rusting due to Seashore atmospheric conditions) from all four sides and also it should be covered with polythene to make it water proof. D. Packing and struts shall be used to arrest rolling of items and to avoid transit damage. E. Limit switches and such components shall be encapsulated properly with suitable material like Thermocol. F. Suitable arrangement (lugs/hooks) for loading and unloading of the equipment in packed condition at site. G. Supplier to submit packing procedure complying to above requirements along with technical bid submission for BHEL review.	
1.6	End customer approval is applicable for this tender. Vendor has to submit all credentials along with your offer to take up with our customer for approval of your firm. It may please be noted that, your priced bid will be considered only if you get approved by our customer before the date of Price bid opening.	
1.7	Tender will be evaluated on total package basis.	

2	Payment terms:	
	2.1 Indigenous	
	a) Payment term is 100% direct EFT payment after 45 days from the date of receipt and acceptance of materials.	
	For Infn: Any deviation in the above payment term will attract loading as mentioned below. "Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.	
	b) Offers of indigenous Suppliers with payment terms as LC / Advance Payment/ BOE are liable for rejection.	
	2.2 Import	
	a) BHEL Payment term is 100% payment on CAD basis after 45 days from the date of receipt of documents, specified in PO, at BHEL bank. Respective bank charges to respective account. For Infn: Any deviation in the above payment term will attract loading as mentioned below. "Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.	
	b) In the case of Usance LCs (45 days from the date of receipt of documents, specified in PO, at BHEL bank) the loading will be considered @ 1.5% on the offered Value.	
	c) For LC at sight the loading will be considered @ 3.5% on the offered Value.	
	d) If the LC payment is insisted, TWO sets of original TCs to be submitted prior to dispatch and a certificate to that effect from BHEL should form a part of the documents to be negotiated. If this condition is not complied by the vendor, the offer is liable for rejection.	
<i>Note: LC will be opened one month prior to material readiness. Hence supplier shall intimate the material readiness accordingly for opening of LC. LC validity period will be 90 days and for any extension applicable charges will be deducted from your bills- This is for your kind infn.</i>		
3	Delivery Terms:	
	The offer shall clearly indicate delivery period in fixed number of weeks/Months from the date of Purchase Order. Final Despatch clearance shall be given based on the site requirement.	
4	LD Clause Confirm acceptance for	
	Delivery of the goods specified in the purchase order should be made within the time prescribed. Failure to dispatch the materials in the time as per the delivery quoted in our Purchase Order would make the supplier liable to an un-conditional LD at the rate of 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value. GST is applicable on LD.	
For Info: Any deviation from the above LD clause, loading will be applied to the extent to which it is not agreed by the bidder (at offered value). Loading will be done for deviation. Loading value = (Mentioned LD in the enquiry - Accepted LD in the offer by the vendor) in % x Base value		
Imports: CFR order- LD will be calculated based on date to Bill of Lading/Airway Bill		

	Indigenous: FOR order - LD will be reckoned from the date of LR/Invoice whichever is later. However inordinate delay in delivering the materials will not suffice the case.	
5	Offer Submission:	
	5.1 Indigenous:	
	1. Submit your FIRM competitive offer - (basic price & freight) with best possible delivery for Main Hoist on FOR site basis ONLY	
	2. Price Variation Clause (PVC) is not acceptable and offer shall be rejected.	
	3. All Taxes, Duties, Service Taxes etc. payable as extra to the quoted price should be specifically stated in offers along with GSTN registration Number/ HSN code. etc., failing which the purchaser will not be liable for payment of such Taxes and Duties. Our GST registration no. 33AAACB4146P2ZL TIN No. 33243560005, TNGST No. 3560005, CST. No. 239383 Dt. 11-06-1991 & BHEL ECC No. AAACB4146PXM012, Assessment circle Tiruverambur.	
	3. Any other extra charges are to be indicated clearly.	
	GST:	
	1. Response to Tenders for Indigenous supplier will be entertained only if the vendor has a valid GST registration no. which should clearly mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer.	
	2. Supplier shall mention their GSTN 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.	
	3. All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).	
	4. A declaration to the effect that all invoice particulars are/were uploaded in the GSTN network/ portal & all tax liability as per GST rules and regulations have been and will be discharged, shall be mentioned in the invoice. If not mentioned in the invoice, a separate declaration shall be submitted as per the requirement of BHEL.	
	5. All documents like Mill Test Certificate, LR copy, Guarantee/Warranty certificate, work completion certificate, any other document mentioned in PO, shall be sent along with the vehicle/consignment. For all consignments received within the calendar month, input credit will be availed within that month in line with monthly returns filing cycle. In case of any discrepancy in the document or non-submission of documents mentioned in the PO, then BHEL will not be able to accept or account the material, in such case availing of tax credit will be deferred to next month or so.	
	6. In case of discrepancy in the data uploaded by supplier in the GSTN portal or in case of any shortages or rejection in the supply, then BHEL will not be able to	

	avail the tax credit and will notify the supplier of the same. Supplier has to rectify the data discrepancy in the GSTN portal or issue credit note (details to be uploaded in GSTN portal) for the shortages or rejections in the suppliers, within the calendar month notified by BHEL. 7. For any such delay in availing of tax credit for reasons attributable to supplier (as mentioned above), interest (calculated @ SBI Base Rate + 6%) alongwith penalty if any will be deducted for the delayed period i.e. from the month of receipt till the month tax credit is availed, from the running bills.	
	8. HSN number and applicable GST % to be mentioned in the techno commercial offer	
	9. The offer will be evaluated on total landed cost to BHEL, Trichy as below, Total landed cost = Base Price +Quoted Freight Charges (Vendor Scope) + Insurance charges (BHEL Scope)+applicable taxes + commercial loading as applicable - applicable tax credits	
	10. Offer shall be submitted in TWO PART bid system i.e Technical bid along with commercial conditions and price bid separately through BHEL e-Procurement route only.	
	5.2 Imports: Offer shall be submitted on CFR/Chennai sea port basis. Material price & sea freight shall be indicated separately. For CFR terms, moved through CONTAINERS (Suppliers should clearly specify this in their offer) it would be presumed by BHEL that the freight charges quoted is on LIFO (LINER IN LINER OUT) basis including extra charges, if any, like Container Imbalance Charges, Trade Imbalance charges or any other charges payable to the Liner. No other charges other than the quoted Freight rate will be paid by BHEL excepting applicable Terminal Handling Charges, Container cleaning Charges, DO charges to Shipping Liner at Discharge Port. 14 FREE DAYS FOR Container detention shall be provided. If any deviation is taken by Tenderer, a loading of 22% on the freight rate per MT shall be considered by BHEL for arriving at the Total landed Cost. In case of shipment through Containers on CFR basis, the BL should bearthe endorsement that "14 free days for Container Detention is applicable". Place of delivery - INTVT6 - CONCOR ICD should be clearly specified in the Bill of Lading.	
	The offer will be evaluated on total landed cost to BHEL-Trichy as below : Total landed cost =CFR/ Chennai + Customs duty+ Import Incidentals + Commercial loading as applicable - applicable tax credits	
	Offer shall be submitted in TWO PART bid system i.e Technical bid along with commercial conditions and price bid separately through BHEL e-Procurement route only.	
	Note: 1. Exchange rate for converting such offers to INR will as SBI TT selling rate as on the date of Technical/Un-priced bid opening date in case of two part (technical + price bid) bid 2. Multiple PO may also be placed considering the applicable custom duty structure of the respective requirement/Qty.	
6	Guarantee / Warranty Period	
	Guarantee clause 24 months from the date of supply or 18 months from the date of Commissioning of the equipment, Whichever is earlier.	
	Warranty Period: No Deviation is permitted. If still vendor offered any deviation on the Guarantee / warranty period it may leads to rejection of offer.	
7	Performance Bank Guarantee: Submission of Performance Bank Guarantee as per the attached standard BHEL format is mandatory. 10% of material value as PBG shall be offered.	

8	Agency commission, if any should be clearly given in the offer (% on FOB).	
9	Repair & replacements With in the guarantee period, vendor has to replace / rectify the defective/ damaged items on free of cost within a reasonable time of reporting from our end. All incidental charges like freight, insurance and customs duty are to vendor account only. The defective parts and components shall be collected by vendor's Indian agent or / authorized person, only after completing the replacement / repairs. Pl note that the defective parts / components will not be returned back to vendor works by us due to procedural problems.	
10	Indicate the Port of shipment	
11	Indicate the Mill (Name, Location) & Country of origin	
12	One Indian agent can represent one foreign principal only and submit one offer for these tender items. Note: In order to maintain sanctity of the tender system it is mandatory that one agent cannot represent two suppliers or quote on their behalf in a particular tender enquiry. If any agent represents more than one supplier, all such offers will be rejected.	
13	Agency Commission : a) In respect of offers from overseas suppliers, agency commission, if any, payable to their agents in India, shall invariable be shown separately in the Performa invoice & shall be declared in techno-commercial offer itself and this will be paid by us in India, in Indian rupees, on satisfactory completion of the contract. b) For calculation of rupee equivalent for agency commission, exchange rate as prevailing on the date of order will be taken.	
14	The due date mentioned in the enquiry is the date of opening of techno-commercial bid. After the scrutiny of technical bids, price bids of only technically accepted offer shall be opened with prior intimation.	
15	Offer is to be submitted in TWO part bids system in the E-Procurement portal. Scan copy of the filled Annexures, Tender documents etc., shall be uploaded in the EPS portal	
16	Offers for this enquiry will be accepted through e-procurement (EPS) route only. For EPS system vendors have to arrange their own digital signature (DSC). BHEL will not provide DSC to any vendor.	
17	Lowest Prices received against BHEL tender need not be the technically acceptable one and in that case BHEL reserve the right not to consider the same	
18	Any other conditions which might have been quoted by the seller and are in contravention to the terms prescribed in the order and which have not been specifically accepted in by purchaser will not be applicable to the contract	
19	Risk Purchase Clause: BHEL at its option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute thereof. The supplier shall be liable for any loss which BHEL may sustain by reason of such risk purchases in addition to LD at the maximum rate mentioned in the LD clause above. Confirm your acceptance.	
20	Bidders are requested to submit their best competitive prices at the first instant itself and no revision of prices will be entertained after the tenders are opened.	
21	MSE VENDOR: MSE suppliers can avail the intended benefits 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 (Format enclosed at Annexure -1 where deemed validity of EM H certificate of five years has expired) 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. Documents should be notarized or attested by a Gazetted officer.	
22	Tender Finalization: The tender will be finalized based on the total cost to BHEL and L1 vendor will be arrived accordingly.	
23	Validity of offer: 120 days minimum from the date of techno commercial bid opening.	
24	BHEL will consider the ranking after the loading is applied as referred above wherever deviations are observed.	
25	Reverse Auction: BHEL may finalize the tender through Reverse Auction Process.	
26	In case of order, Documents (Drawings, Data sheet & Quality plan in triplicate) shall be submitted within two weeks from the receipt of order	
27	For New Vendors (only offer of manufactures will be considered)	
	a. It is suggested that for new suppliers (not registered with BHEL) may register through online portal http://www.supplier.bhel.in and submit all relevant documents.	
	b. Offer from traders/stockist will not be considered. In case of foreign suppliers representing through their Indian/foreign agents, agency agreement should be submitted, along with registration documents else offer is liable for rejection. Agency agreement requirements attached as separate file and full compliance to it shall be ensured while submitting the same.	
	c. Along with the offer document the following documents shall be submitted in part-I bid. i. Mandatory requirements (Supplier must submit the below mentioned documents or else offer may be liable for rejection): 1. Details of the mill with equipment & facilities. 2. Past 3 year audited financial report. 3. Agency agreement (in case of Foreign or Indian agents). ii. Additional details required (not mandatory and these shall be submitted additionally for establishing the credentials) 1. Recent D&B or Creditreform reports (In case of import vendor) of mill, foreign agent or principal. 2. Approval certificates issued by international agencies or your customers such as Lloyds, TUV etc. 3. Product catalogue and other related documents.	
28	Fraud Prevention Policy	
	Bidder along with its associate /collaborators /sub-contractors /sub-vendors / consultants / service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website http://www.bhel.com and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.	
29	Cartel Formation	
	All the firms should desist from forming cartel as the practice is prohibited under Section 3(3) (a) & (d) of the competition Act 2002. If any such instance is observed during this tender will attract disciplinary action as per BHEL policies.	
30	Authorisation for participation in EPS portal through DSC	
	a. E-Tender Participation requirements	
	Either Principal or authorised agent shall register their Digital Signature Certificate (DSC) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION). You are advised to pls go through the FAQ available in the web portal (www.bhel.abcpocure.com). DSC shall be registered for the authorised person and all transaction done using that DSC against our	

	tenders shall be taken as valid communication and shall be binding on principal/agent and is valid legally.	
	b. For foreign Principal	
	In case of Principal (being foreigner) they may apply for DSC through Indian embassy at their country and can register with us for participating in E-tenders. Details of the applicable procedure is available in the webpage http://www.cca.gov.in/cca/	
	c. For Indian agent	
	In case of agents participating/registering their DSC (of authorised person), it will be at the sole authorisation of principal to their agents to participate on their behalf and all transactions done using that DSC against our tenders shall be known as valid communication and shall binding on principal and is legally valid.	
	d. DSC Authorisation	
	Pls intimate the authorised person name, Mail ID for registering DSC with us to participate in E-Tenders	
31	Documents to be sent during dispatch required for Indigenous suppliers (after PO placement)	
	1. Invoice and LR.	
	2. One set of MTC, Original invoice (Triplicate), LR copy shall be sent to MM/Purchase for bill processing.	
32	Documents to be sent during dispatch required for Import suppliers (after PO placement)	
	a. Bill Of Lading	
	b. Invoice, should show the description of the goods and the unit rate of each item as in the purchase contract. Against each item in the invoice and packing list, the serial number of the corresponding item in the purchase contract or as per order acknowledgement should be indicated.	
	c. Packing list must indicate case identification, case dimension, and case contents, no of bundles, gross and net weight.	
	d. Country of origin Certificate	
	e. ALL TEST CERTIFICATES ARE TO BE SUBMITTED IN COMPLETE SET AS INDICATED IN OUR SPECIFICATION/QAP	
	f. In case of Branch office / Liaison office in India bidding against this tender on behalf of their principal RBI clearance letter to be submitted.	
	All the above documents should be submitted in triplicate & in all documents Contract No., L.C. No. and Import License No. are to be indicated.	
33	Execution of the Order	
	a. BHEL will have the option to pre-inspect the materials at Supplier's works by BHEL's own inspector or by third party agency appointed by BHEL or BHEL's end customer/s. The mere act of the pre-dispatch inspection (PDI) does not absolve the Supplier from giving the specifications as agreed upon in the Purchase Order.	
	b. In the case of overseas suppliers Inspection call for carrying out the inspection shall be given 30 days before the scheduled contract delivery date. The Inspection date/s given by the Supplier shall be on firm basis. For local Suppliers the Notice period of Inspection shall be 10 working days.	
	c. In the event of any short supply, it shall be the responsibility of the supplier to deliver such short supplied/ missing items on Free-of-Cost basis at BHEL stores, including customs clearances at Indian Ports in the case of foreign suppliers.	
34	Role of Agents:	
	a. BHEL will deal directly with manufacturers only. Offers from Traders & Stockist will not be considered.	
	b. BHEL strongly discourages the engagement of Agents in India by foreign principals, to deal with BHEL, in BHEL's tenders.	
	c. BHEL, due to business reasons would ban, would have banned Indian agents from dealing with BHEL. Any foreign principal who engages such a banned agent, or an employee of the banned agency, or any other person connected with the banned	

	agency, at any time during the tender proceedings, would be disqualified from the tender proceedings. The decision of BHEL in this regard shall be final and be binding on the OEM. Hence in their own interests, prospective tenderers may check with BHEL, the status of their proposed agent vis-à-vis BHEL.	
	d. In view of the requirement of BHEL, it is strongly suggested that in their own interest, foreign principals may desist from engaging any Indian agent and deal with BHEL directly and it is stressed that any Main producer proposing to deal with BHEL by engaging and through an Indian Agent does so at their own risk. BHEL shall in no way be responsible for any consequences that may arise to the foreign principal on account of the antecedents / actions	
35	Conditions for transportation: In the event there is a delay by the Supplier in negotiating / submitting the document, any demurrage / wharfage arising out of the same shall be to the account of the Supplier and shall be deducted from the final payment. Also, in such cases, the Supplier shall authorize the transporter to freely release the consignment to BHEL by providing a "Surrender Bill of Lading".	
36	Resolution of Disputes a. If dispute or difference of any kind shall arise between the Purchaser/Consignee and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. b. If the parties fail to resolve their dispute or difference by such mutual consultation within 30 days of its occurrence, then, unless otherwise provided in the contract, either the Purchaser/Consignee or the supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided the applicable arbitration procedure will be as per the Arbitration and Conciliation Act, 1996 of India. In the case of a dispute or difference arising between the Purchaser/Consignee and a domestic Supplier relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to the sole arbitration of an officer in BHEL Trichy, appointed to be the arbitrator by the General Manager/MM BHEL Trichy. The award of the arbitrator shall be final and binding on the parties to the contract subject to the provision that the Arbitrator shall give reasoned award in case the value of claim in reference exceeds Rupees One lakhs (Rs. 1,00,000/-) c. Venue of Arbitration: The venue of arbitration shall be the place from where the contract has been issued, i.e., BHEL Trichy. d. Jurisdiction of the court will be from the place where the tender enquiry document has been issued, i.e., Trichy, India	
37	In the event of Force Majeure: a. Notwithstanding the provisions contained in other clauses, the supplier shall not be liable for imposition of any such sanction so long the delay and/or failure of the supplier in fulfilling its obligations under the contract is the result of an event of Force Majeure. For purposes of this clause, Force Majeure means an event beyond the control of the supplier and not involving the supplier's fault or negligence and which is not foreseeable and not brought about at the instance of the party claiming to be affected by such event and which has caused the non – performance or delay in performance. Such events may include, but are not restricted to, wars or revolutions, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes excluding by its employees , lockouts excluding by its management, freight embargoes and Acts of GOD. b. If a Force Majeure situation arises, the supplier shall promptly notify the Purchaser/Consignee in writing of such conditions and the cause thereof within twenty one days of occurrence of such event. Unless otherwise directed by the Purchaser/Consignee in writing, the supplier shall continue to perform its obligations under the contract as far as reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. c. If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding sixty days, either party may at its option terminate the contract without any financial repercussion on either side.	

	d. In case due to a Force Majeure event the Purchaser/Consignee is unable to fulfil its contractual commitment and responsibility, the Purchaser/Consignee will notify the supplier accordingly and subsequent actions taken on similar lines described in above sub-paragraphs	
38	General terms	
	1. Bids including all enclosures and supporting documents like catalogues, pamphlets, etc., shall be submitted / uploaded in ENGLISH language only. If the documents submitted have other than English language, translation of the same shall be provided for evaluation.	
	2. A person signing (manually or digitally) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warrantee that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the purchaser may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages	
	3. All uploaded/submitted documents against this tender shall be signed in each page and sign shall be by principal / Mill.	
	4. Offers for part quantities on item level basis are not acceptable to BHEL. While tenderers can quote for some or all the tendered items, no supplier shall quote for partial quantity of any given enquiry item. Such partial offer would not be considered in the enquiry for that item.	
	5. Any clarification regarding tender shall be done before Part –I due date itself through EPS portal itself, and in case of immediate non-availability of DSC you can clarify through with the following mail ids prateekkumar@bheltry.co.in or mradha@bheltry.co.in . The above mail id is provided for initial clarification purpose only and no further correspondences shall be entertained through this mail ids.	
	6. Unloading of the materials is in the scope of BHEL. However Demurrages on account of delay in unloading due to improper packing, non-availability of proper dunnage, not adhering to the tender conditions and other reasons attributable to supplier shall be on supplier's accounts only.	
	7. Applicable INCO term for this tender is INCOTERMS 2010	
	8. Supplier has to submit the Non-Negotiable Document before the shipment reaches the port or else the demurrage and detention charges will be deducted from suppliers invoice.	
	9. The supplier shall arrange for packing suitably in all respects for normal transport by air / rail / road and Materials shall be suitably protected against effect of tropical salt laden atmosphere in the event of shipment being delayed at ports / store yards. In case of dispatch through air then materials shall be shipped in Air worthy packing condition. Packing charges will be supplier's account.	
	10. If any Supplier attempts to bribe, or pay commission, gift or any advantage or bring in undue influence either by himself or on his behalf any one including a stranger to the tender, in addition to instituting legal proceedings as per the extant laws prevailing, will disqualify the supplier from this tender and all future tenders of BHEL. Decision of the Purchaser would be final in this matter.	
	11. In case the day up to which the tenders are to remain valid falls on/ subsequently declared a holiday or closed day for the purchaser, the tender validity shall automatically be extended up to the next working day.	
	12. In exceptional cases, the tenderers may be requested by the purchaser to extend the validity of their tenders up to a specified period. Such request(s) and responses thereto shall be conveyed by EPS / e-Mail message. The tenderers, who agree to extend the tender validity, are to extend the same without any change or modification of their original offer.	
	13. Any of the terms and conditions not acceptable to supplier, shall be explicitly mentioned in the tender. Otherwise, it will be treated as that all those terms and conditions as mentioned in the tender are acceptable in Toto.	
	14. Deviations shall be summarized and provided in a "Deviation Statement", listing the points and the deviation against each point.	

	15. At its option, BHEL may consider extending the due date/s for the tender openings. Sufficient notice would be given by BHEL for such extensions and it will be published as corrigendum in following websites, ➤ www.bhel.abcpocure.com ➤ http://tenders.gov.in ➤ http://eprocure.gov.in	
	16. The price break-up should be in line with technical specification / scope of the tender. (Cost of material, packing charges, forwarding charges, freight shall be shown appropriately, as applicable). Insurance in BHEL scope.	
	17. In case, there is a discrepancy in the term quoted in techno-commercial bid and price bid, the term as per the techno-commercial bid (Part I) shall hold good and the commercial term quoted in the Price Bid (Part II) shall not be considered.	
	18. Indigenous suppliers should submit the prices in Indian Rupees only. Import suppliers may submit their bid in foreign currency. The currency for quoting shall be selected from the drop-down menu provided.	
	19. In their own interest, all Tenderers are advised to double check their prices, applicable duties and taxes. Incomplete documents / offer will be rejected.	
	20. Evaluation of offer	
	a. The price bids including the impact price (if any) of the technically acceptable offers alone shall be opened.	
	b. Offers with pre-conditions (like conditional discounts) for price are liable to be not considered / rejected. For evaluation such conditions would be removed and only the base offer would be considered for evaluation and comparison.	
	c. BHEL reserves the right to reject an offer due to unsatisfactory past performance during tender finalisation / execution of a contract at any of BHEL projects / units or if unsatisfactory performance report is received from the party/s referenced by the supplier at any time during tender finalisation.	
	d. BHEL reserves the right to conduct negotiations on the "Price" and "Other Commercial Terms and Conditions" with the lowest ranked offerer at any time after the bid opening but before the release of the Purchase Order and If so required by BHEL, Supplier may have to share their costing sheet with BHEL.	
	e. In the event of any change in scope / quantity arising out of the discussions, offerer would be given a chance to submit their revised offer / Impact bids. The option for the revised offer / impact offer will be triggered by BHEL. The Supplier then will have the facility to feed-in the revised price / impact price as per the provision given by BHEL. The impact price can be positive or negative (or nil). The impact price option shall contain only the price addition / deletion for such change in the scope / quantities, over and above the original scope and price quoted. The original price quoted would remain unchanged. The total price would then be computed by the arithmetic addition of the original price and the impact price. Where BHEL gives the option of submitting the revised offer, the impact would be computed as the arithmetic difference of the revised price and the original price	
	f. Unless otherwise specified, evaluation will be on individual line item basis only and ordering will be on respective L1 vendors	
39	Signed copy of THIRD PARTY NON-DISCLOSURE AGREEMENT attached to technical bid.	
40	Patent Right The supplier shall, at all times, indemnify and keep indemnified the purchaser, free of cost, against all claims which may arise in respect of goods & services to be provided by the supplier under the contract for infringement of any intellectual property rights or any other right protected by patent, registration of designs or trademarks. In the event of any such claim in respect of alleged breach of patent, registered designs, trademarks etc. being made against the purchaser, the purchaser shall notify the supplier of the same and the supplier shall, at his own expenses take care of the same for settlement without any liability to the purchaser.	
41	Caution:	

	➤ The suppliers are severely cautioned to note that the price bid document accepts the price in figures only. It does not allow the supplier to write the value by words. Therefore all care shall be exercised by the supplier while filling in the figures. Once the price bid is opened no option is available for the supplier to retract the offer under any grounds. If a supplier, for any reason whatsoever approaches BHEL with a request for change in the price, it would be treated as going back on the offer submitted. In such cases, action would be initiated by BHEL for suspending further business dealings with such suppliers as per policy of BHEL which prevails at that point of time. ➤ The language in the tender documents downloaded by the Bidders shall at no point of time be changed, altered or modified in any manner by the Tenderer. If such changes are made by any tenderer, it shall be considered as tampering with BHEL's terms and the offer shall be summarily rejected, whenever it is noticed by BHEL. Such Bidders would be disqualified from the Bidding Process and their offers would be forfeited / Bank Guarantees invoked. They would also not be allowed to participate in future tenders of BHEL.
42	In the event of our customer order covering this tender being cancelled /placed on hold / otherwise modified, BHEL would be constrained to accordingly cancel / hold / modify the tender at any stage of execution.
43	Offers shall be submitted in TWO PART bids system (TECHNO-COMMERCIAL BID + PRICE BID).The bidder shall submit his response through bid submission to the tender on e-procurement platform at www.bhel.abcprocure.com within 14:00 Hrs (GMT +05:30) of the due date of this tender. The bidder would be required to register on the e-procurement market place www.bhel.abcprocure.com and submit their bids online. SEALED COVER BIDS/ E-MAILS / FAX / MANUAL OFFERS WILL NOT BE ACCEPTED. Supplier shall upload any other tender documents in the E-Procurement Portal only.
On behalf of BHEL	To be filled & Signed by Original Manufacturer/Mill Name of the mill / Principal: Signature: (Affix Seal) (All conditions were read & clearly understood and agreed in totality with the mentioned deviations only)

Annexure B

MM/BOI/BHEL TRICHY

SPECIAL TERMS AND CONDITIONS

1. This tender is for the supply of Manual Handling Equipments shall be as per attached specification No MOU/TPBHEL/M_HOIST Rev.00, Annexure-III to specification.
2. Tender will be evaluated on total package basis
3. The tender shall be floated through e-Procurement system. The tender is in two parts. One part consisting of techno-commercial details and other with price details:

- (i) **Technical Bid** (Consisting of Technical Specifications viz. Product Specification Sheets/Brochures, OEM Certificate etc.) Bidders may name the files indicating the nature of content in pdf/zip format which would be required to be attached in e-tender.
- (ii) **Price Bid** – Prices to be quoted through e Procurement system only

For indigenous vendors prices shall be quoted on FOR site basis ONLY, freight shall be quoted extra. Insurance shall be in BHEL scope.

For Import vendors prices shall be quoted on CFR/Chennai sea port basis, Materials price & sea freight shall be indicated separately.

A) Technical Tender (UN priced Tender)

All Technical details (eg. Eligibility Criteria requested (as mentioned below)) should be attached in e-tendering module, failing which the tender stands invalid & may be REJECTED. Bidders shall furnish the following information along with technical tender (preferably in pdf format):

- (i) Technical Bid (without indicating any prices).
- (ii) Tenderer/Agent who quotes for goods manufactured by other manufacturer shall furnish Manufacturer's Authorization Form. While giving authorization to agent, to quote on their behalf, manufacturer has to give the reasons for not quoting directly against this tender.

B) Price Bid:

1. Price Bid to be submitted through our e Procurement system.
2. The price should be quoted for the accounting unit indicated in the e-tender document.

Note: It is the responsibility of tenderer to go through the Tender document to ensure furnishing all required documents in addition to above, if any. Any deviation may result in REJECTION of offer.

Annexure B

For any queries regarding tender you may contact

1) Mr. Prateek Kumar Jain
SE/MM/BOI
BHEL Trichy
0431-257876
prateekkumar@bheltry.co.in

2) Mr.M Radhakrishnan
DGM/MM/BOI
BHEL Trichy
0431-2574086
mradha@bheltry.co.in

4. BHEL reserves the right to increase or decrease the tendered quantity.
5. BHEL reserves the right to negotiate the L1 rate.
6. BHEL reserves the right to re-float the tender opened, if L1 price is not the lowest acceptable price to BHEL inter-alia other reasons.
7. Vendors have to confirm to the Annexure A - Commercial Terms attached.
8. Point wise confirmation to enquiry conditions are to be submitted with technical offer.
9. Inspection by BHEL or BHEL nominated agency shall be carried out at vendor's works prior to despatch.

ANNEXURE-C

Technical Pre-Qualification Requirements:- Manual operated chain pulley block / ratchet lever– Minimum 20 T capacity

1) Manual Hoists with minimum capacity of 20 T should have been successfully put in use for at least one year in power plant or other industries e.g. refinery/steel/process/commercial etc. For this the supplier has to submit either of following supporting documents meeting above mentioned pre-qualifying requirement for chain pulley block & ratchet lever hoist separately:

- i) Copy of minimum two performance certificate from end user along with copy of related Purchase Order specifying that the product is running successfully for one (1) year from date of commissioning.

OR

- ii) Minimum three customer's/third party inspection reports along with purchase order copy meeting the minimum pre-qualifying requirement.

OR

- iii) Minimum three purchase orders (placed with minimum gap of 6 months from previous purchase order) from same purchaser meeting the minimum pre-qualifying requirement

2) Vendor should have in-house designing/manufacturing capability and having in house or outsourced testing facility.

3) To establish above, supplier shall submit the following for BHEL verification:-

- a) Vendor shall submit design documents to substantiate technical parameters specified in PQR, if the same is not mentioned in performance certificate/purchase order.
- b) Minimum two (2) nos. Purchase orders shall be submitted which should not be more than ten (10) years old as on date of bid submission, for establishing continuity in business. Supplier's Experience List of offered system on the enclosed format.
- c) In case documents submitted for meeting PQR are in language other than English, notarized English translation shall also be submitted.

General:

- 1) BHEL reserves the right to assess the capabilities and capacity of the bidder/collaborators to perform the contract, as per BHEL evaluation procedure.
- 2) Final acceptance of the bidder is subject to BHEL and end customer's approval to consider in this tender.

Format for submission of credentials

Sl.No.	Description of Project	Brief Scope of work	P.O. Ref. No. & Date	Purchase order value (Rs).	Date of completion as per P.O.	Performance Certificate enclosed (Y/N)	Remark

Micro Small and Medium Enterprises (MSE) – Clause for NIT

In line with Gazette notification issued by Ministry of Micro Small and medium enterprises on MSE suppliers, the following special provisions shall be applicable.

20% of the tendered quantity is earmarked for MSE suppliers in this tender.

Out of the 20% tendered quantity reserved for MSE suppliers, 4% shall be earmarked for procurement from MSE owned by SC / ST entrepreneurs.

In case MSE vendor participating in the tender quotes within the price band of LI + 15%, they will be allowed to supply the portion of the requirement subject to acceptance of LI price by MSE vendor. In case of more than one such MSE, the supply shall be shared proportionately.

MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either

1. EM II certificate having deemed validity (two years from the date of issue of acknowledgement in EM II) **or**
2. Valid NSIC certificate or EM II certificate along with CA certificate (Format enclosed) applicable for the year, certifying quantum of investment in plant and machinery within the permissible limits as per the act for relevant status (MICRO or SMALL) where the deemed validity of EM II is over.

Date to be reckoned for determining the deemed validity will be the last date of technical bid submission (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 and MSE status of such suppliers shall be shifted to NON MSE suppliers till the supplier submit this documents.

Documents should be notarized or attested by a Gazetted officer.

Definitions of MSEs owned by SC/ST is under:

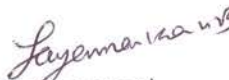
- ***In case of proprietorship firm, proprietor must be SC/ST.***
- ***In case of partnership firm, the SC/ST partners must be holding at least 51% shares in the unit.***
- ***In case of private limited companies, at least 51% share must be held by SC/ST promoters.***

Authorised Offices to Issue SC/ST certificate.

The caste/Tribe/Community certificate issued by the following authorities in the prescribed form for SCs/STs can be considered.

- District Magistrate/Additional District Magistrate/Collector/Deputy commissioner/Additional Deputy commissioner/Deputy collector/1st class stipendary magistrate/Sub divisional Magistrate/Taulka Magistrate/Executive magistrate/Extra Assistant commissioner.
- Chief Presidency magistrate/Additional chief presidency magistrate/Presidency magistrate.
- Revenue Officer not below the rank of thasildar.
- Sub-Divisional officer of the area where the individual and / or his family normally resides.

To avail the benefits of MSE under SC/ST category, the related documents as stated above should be submitted along with tender documents.


(B. Manivannan)
DGM/OS
Prepared by

Certificate by Chartered Accountant on letter head

This is to Certify that M/S
(hereinafter referred to as 'company') having its registered office at
is registered under MSMED Act 2006, (Entrepreneur
Memorandum No (Part-II) dtd:.....,
Category: (Micro/Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O.1722(E) dated October 5, 2006 :
Rs.....Lacs
2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:
Rs.....Lacs

(Strike off whichever is not applicable)

The above investment of Rs.....Lacs is within permissible limit of Rs.....Lacs forMicro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/ Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name -

Membership number -

Seal of Chartered Accountant

 BHEL - TRICHY	THIRD PARTY NON-DISCLOSURE AGREEMENT		Doc.No. : ISMS-04/TP/011
			Ver. No: 3.0 Rev. No: 00
	Date : 27 - 10 - 14		

THIRD PARTY NON-DISCLOSURE AGREEMENT

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

I warrant and agree as follows:

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

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

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

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

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

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

Dated at _____, this ____ day of _____, 20__.

Name

Company

Signature

Loading Criteria

Payment Term (Indigenous)	
If materials are receivable at Project Sites without PBG	<u>Option-1:</u> Payment term is 100% direct payment after 45 days from the date of dispatch against site acknowledgement <u>Option-2:</u> a) Payment term is 100% direct payment after 45 days from the date of dispatch against site acknowledgement. (or) b) Payment term is 90% direct payment after 45 days from the date of dispatch against submission of dispatch documents and balance 10% against site acknowledgement. For this option – (b), a loading of 2% on the 90% of the offered value shall be made.
If materials are receivable at Project Sites with PBG	<u>Option-1:</u> Payment term is 100% direct payment after 45 days from the date of dispatch against site acknowledgement and against 10% PBG valid for the warranty period. <u>Option-2:</u> a) Payment term is 100% direct payment after 45 days from the date of dispatch against site acknowledgement and against 10% PBG valid for the warranty period. (or) b) Payment term is 90% direct payment after 45 days from the date of dispatch against submission of dispatch documents and 10% PBG valid for the warranty period and balance 10% against site acknowledgement. For this option – (b), a loading of 2% on the 90% of the offered value shall be made.

Payment through Bank is not preferred. In case of Payment through Bank is opted by Supplier, BHEL prefers documents submission through bank with copy of LR and door delivery of Goods to Site/Stores with Consignee copy attached. In this case Loading will be 3% on the offered value. In case of Direct to Site (DTS), only 90% through bank will be considered.

Offers of indigenous Suppliers with payment terms as LC/Advance Payment are liable for rejection.

Liquidated Damages / Penalty

Liquidated damages shall be 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value.
--

For staggered delivery schedule, LD shall be 0.5% of the undelivered portion per week of the delay or part thereof subject to a maximum of 10% of the total order value.
--

Any deviation from the above LD clause, loading will be applied to the extent to which it is not agreed by the bidder (at offered value).

Guarantee / Warranty Period

Normally No deviation permitted and the deviated offers are liable for rejection.

Performance Bank Guarantee

Normally No deviation permitted and the deviated offers are liable for rejection.

<u>BHEL will consider the ranking after the loading is applied as referred above wherever deviations are observed.</u>

Details of Gateway Airport with applicable Foreign Currency and Airlines for FSC payment **Schedule F**

Sch. No.	Country	CUR Code	Gateway Airport/s	Airlines with its Code For FSC Payment will be made	
D01	UK	GBP	London (Heathrow)	Air India	AI
D02	UK	GBP	New Castle	British Airways	BA
D03	UK	GBP	Oxford, Chellam	British Airways	BA
D04	UK	GBP	Bristol, Wellingborough	British Airways	BA
D05	UK	GBP	Birmingham	British Airways	BA
D06	UK	GBP	East Midlands	British Airways	BA
D07	UK	GBP	Manchester	British Airways	BA
D08	UK	GBP	Leeds	British Airways	BA
D09	UK	GBP	Glasgow	British Airways	BA
D10	France	EURO	Paris (Roissy) & Lyon	Air India	AI
D11	Sweden	EURO	Stockholm	Emirates	EK
D12	Sweden	EURO	Gothenberg & Malmo	Emirates	EK
D13	Italy	EURO	Rome, Milan	Carrier Used	Carrier Used
D14	Italy	EURO	Turin, Bologna, Florence	Carrier Used	Carrier Used
D15	Netherlands	EURO	Amsterdam, Rotterdam	Klm Airlines	KLM
D16	Austria	EURO	Vienna, Linz, Graz	Lufthansa	LH
D17	Belgium	EURO	Antwerp, Brussels	Singapore Airlines	SO
D18	Denmark	DKK	Copenhagen	Cathay Pacific	CX
D19	Japan	JPY	Tokyo, Osaka	Air India	AI
D20	Singapore	SGD	Singapore	Air India	AI
D21	Canada	CAD	Toronto	Carrier Used	Carrier Used
D22	Canada	CAD	Montreal	Carrier Used	Carrier Used
D23	USA	USD	New York, Boston	Air India	AI
D24	USA	USD	Chicago	Carrier Used	Carrier Used
D25	USA	USD	San Francisco, Los Angeles	Carrier Used	Carrier Used
D26	USA	USD	Atlanta, Houston	Carrier Used	Carrier Used
D27	Germany	EURO	Munich, Koln, Dusseldorf, Hannover, Hamburg, Stuttgart, Darmstadt, Manihem, Nurnberg	Lufthansa	LH
D28	Germany	EURO	Frankfurt	Lufthansa	LH
D29	Germany	EURO	Berlin	Lufthansa	LH
D30	Switzerland	SFR	Basle, Zurich, Geneva	Swiss World Cargo	LX
D31	Spain	EURO	Barcelona	Emirates	EK
D32	Australia	AUD	Sydney	Qantas Airlines	QF
D33	Australia	AUD	Melbourne	Qantas Airlines	QF
D34	Australia	AUD	Perth	Qantas Airlines	QF
D35	Czech	EURO	Prague	Lufthansa	LH
D36	Hong Kong	HKD	Hong Kong	Air India	AI
D37	New Zeland	NZD	Auckland	Carrier Used	Carrier Used
D38	Russia	USD	Moscow	Carrier Used	Carrier Used
D39	South Korea	USD	Kimpo International, Incheon	Air India	AI
D40	Finland	EURO	Helsinki	Finnair Cargo	AY
D41	Romania	EURO	Bucharest	Carrier Used	Carrier Used
D42	Norway	EURO	Oslo	Carrier Used	Carrier Used
D43	Ireland	EURO	Dublin	Carrier Used	Carrier Used
D44	Israel	USD	Tel Aviv	Carrier Used	Carrier Used
D45	UAE	USD	Dubai	El Al Israel	LY
D46	Oman	USD	Muscat	Air India	AI
D47	Egypt	USD	Cairo	Air India	AI
D48	Taiwan	USD	Taipei	Carrier Used	Carrier Used
D49	Ukraine	USD	Kiev	Carrier Used	Carrier Used
D50	China	USD	Shanghai, Shenzhen	Lufthansa	Carrier Used
D51	Philippines	USD	Manila	Carrier Used	Carrier Used
D52	Malaysia	USD	Kualalumpur, Pe Nang	Carrier Used	Carrier Used
D53	Cyprus	USD	Larnaca	Malaysia Airlines	Carrier Used
D54	South Africa	USD	Johannesberg, Durban	Carrier Used	Carrier Used
D55	Slovakia	EURO	Bartislova	Carrier Used	Carrier Used
D56	Saudi Arabia	SAR	Riyadh	Lufthansa	LH
D57	Turkey	EURO	Istanbul	Saudi Arabia Airlines	SV
D58	Thailand	USD	Bangkok	Turkish Airlines	TK
D59	Brazil	USD	Sao Paulo, Rio De Janeiro	Thai Airways	TG
				Emirates	EK