This is an E-tender floated online through our E-Procurement portal https://bheleps.buyjunction.in. The bidder should respond by submitting their offer online only in our e-Procurement portal at https://bheleps.buyjunction.in. Hard copy bid or bids through email/ fax shall not be accepted.

## I. Pre-requisite for Offer Submission: -

The process of utilizing e-procurement necessitates usage of DSC (Digital Signature Certificate) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION) and you are requested to procure the same immediately, if not presently available with you.
The Tenderer should own and use the Digital Signature Certificate (Class 3 – SHA2 – 2048 BIT – Signing & Encryption) (DSC) issued on behalf of their / his - firm/organization/company/proprietor. Tenderer to register with E-Procurement Portal https://bheleps.buyjunction.in with their DSC.
Please note that only with DSC, you will be able to login the e-procurement secured site and take part in the tendering process.

**The contact details of DSC Certifying Authorities may be obtained from "Bidder Manual", as available in https://bheleps.buyjunction.in**

## II. Digital Signing of e-Tender

Tenders shall be uploaded with all relevant PDF/zip format. The relevant tender documents should be uploaded by an authorized person having Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION digital signature certificate (DSC).

### i) The Requirement:

a. A PC with Internet connectivity &
b. DSC (Digital Signature Certificate) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION)

## III. E-procurement service Provider-:

**M/s Mjunction services Limited, Kolkata**
Godrej Water Side, 3rd Floor, Tower-1,
Plot-V, Block - DP Sector - V,
Salt Lake, Kolkata-700091,
West Bengal, INDIA

The contact details of the service provider are given below:

1. **First level:**
   Customer care Help Desk of M/s MJUNCTION SERVICES LIMITED, Kolkata:
   Tel ~ 033 - 66011717 (From 9.30 am to 5.30 pm),
   Mob - 9163348280 / 9163348283 / 9163348284 / 9163348285 /9163348286 / 8584008116 / 8336925964 / (From 5.30 pm to 8.30 pm)
   HELPDESK email: eps.customercare@mjunction.in

2. **Second Level:**
   Mr. Bhaskar Chakraborty - Cell No 08584008205,
   bhaskar.chakraborty@mjunction.in, harish.ramu@mjunction.in

3. **Third Level:**
   Mr. P.Dhanaraj - Cell No 09500199108, p.dhanaraj@mjunction.in

## IV. Documents Comprising the e-Tender

The tender shall be submitted online - ONLY EXCEPT TENDER FEE & EMD (in physical form) as mentioned below:

### i) Technical Tender (Un-priced Tender)

Bidders shall furnish the following information along with technical tender (preferably in pdf format):

a. Tender Cost and Earnest Money Deposit (EMD) if applicable shall be furnished in accordance with **NIT.** Alternatively, documentary evidence for claiming exemption **as per clause 29 of NIT**
b. All Technical details (eg. Eligibility Criteria requested, Technical Conditions of Contract) should be attached in e-tendering module, failing which the tender stands invalid & may be REJECTED.

### ii) Price Bid:

a. Prices are to be quoted as per the Price Bid format attached online on e-tender portal.
b. The price should be quoted for the accounting unit indicated in the e-tender document.
c. The item description, Quantity and Unit of measurement, as mentioned in Price bid uploaded by BHEL and subsequent revisions issued by BHEL, shall be binding on the bidder.

**Note:**

i). 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 would result in REJECTION of tender and would not be considered at a later stage at any cost by BHEL.

ii). 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.

iii). A tender, which does not fulfil any of the above requirements and/or gives evasive information/reply against any such requirement, shall be liable to be ignored and rejected.

iv). In case offer is sent through hard copy/fax/telex/cable/electronically in place of e-tender, same shall not be considered.

## V. DO NOT"S

Bidders are requested NOT to submit the hard copy of the Bid. In case offer is sent through hard copy/fax/telex/cable/electronically in place of e-tender, the same shall not be considered. Also, uploading of the price bid in prequalification bid or technical bid may RESULT IN REJECTION of the tender.

**Vendors are also requested to go through seller manual available on www.bheleps.buyjunction.in**

## 1.0 DOCUMENTS TO BE UPLOADED & MODALITY OF UPLOADING in E-PROCUREMENT PORTAL https://bheleps.buyjunction.in SHALL BE AS DETAILED BELOW

| Sl no | Description | Remarks |
|---|---|---|
| | **Techno-Commercial Bid CONTAINING THE FOLLOWING**:- | |
| a. | Covering letter / Offer forwarding letter of Tenderer. | To be uploaded under "**Add Attachments**" |
| b. | Duly filled-in `No Deviation Certificate' as per prescribed format to be placed after document under sl no (a) above.<br>**Note:**<br>a. In case of any deviation, the same should be submitted separately for technical & commercial parts, indicating respective clauses of tender against which deviation is taken by bidder. The list of such deviation shall be attached along with document under sl no (i) above. It shall be specifically noted that deviation recorded elsewhere shall not be entertained.<br>b. BHEL reserves the right to accept / reject the deviations without assigning any reasons, and BHEL decision is final and binding.<br>(i) In case of acceptance of the deviations, appropriate loading shall be done by BHEL<br>(ii) In case of unacceptable deviations, BHEL reserves the right to reject the tender. | To be uploaded under "**Add Attachments**" |
| c. | Supporting documents / annexure / schedules / drawing etc. as required in line with Pre-Qualification criteria. (Technical & Financial) | To be uploaded under **"PREQUALIFICATION"** |

| | | |
|---|---|---|
| | As detailed in NIT, It shall be specifically noted that all documents as per above shall be indexed properly and credential certificates issued by clients shall distinctly bear the name of organization, contact phone no, FAX no, etc. | |
| d. | All Amendments / Correspondences / Corrigenda / Clarifications / Changes / Errata etc. pertinent to this NIT. | To be uploaded under "**Add Attachments**" |
| e. | Integrity Pact Agreement (Duly signed by the authorized signatory) (As applicable) | To be uploaded under "**Add Attachments**" |
| f. | Duly filled-in annexures, formats etc. as required under this Tender Specification / NIT | To be uploaded under "**Add Attachments**" |
| g. | Notice inviting Tender (NIT) | To be uploaded under "**Save and go to quotation format**" as **"Technical & Commercial"** |
| h. | Volume – I A : Technical Conditions of Contract (TCC) consisting of Scope of work, Technical Specification, Drawings, Procedures, Bill of Quantities, Terms of payment, etc. | |
| i. | Volume – I B : Special Conditions of Contract (SCC) | To be uploaded under "**Add Attachments**" |
| j. | Volume – I C : General Conditions of Contract (GCC) | |
| k. | Volume – I D : Forms & Procedures | |
| l. | Volume – II (UNPRICED – without disclosing rates/price, but mentioning only 'QUOTED' or 'UNQUOTED' against each item | To be uploaded under "**Add Attachments**" |
| m. | Any other details preferred by bidder with proper indexing. | To be uploaded under "**Add Attachments**" |
| **Caution to Bidders: -**<br>The duly signed & stamped copies of Tender Documents are to be attached in **"Save and go to quotation format"** as **"Technical & Commercial"** and not **"Price"** | | |

| | | |
|---|---|---|
| | **PRICE BID** consisting of the following shall be attached as mentioned below | |
| ii | Volume II – PRICE BID (Duly Filled in Schedule of Rates – rate / price to be entered in words as well as figures)<br>**Caution to Bidders: -**<br>Bidders to note that while uploading/entering price bid document, the **"Type of Format"** in e-tendering module is selected as **"Price"** and not **"Technical & Commercial"** | To be uploaded under "**Save and go to quotation format**" as "**Price format**" |

| | | |
|---|---|---|
| | **Any other document uploaded in the price bid, apart from above tender format, shall not be taken into cognizance for evaluation of offer.** | |

**SPECIAL NOTE:**

i. All documents / annexures submitted with the **offer shall be named properly attached / entered / uploaded in the respective sections**. BHEL shall not be responsible for any missing documents.

ii. **Your offer & documents submitted along with offer shall be signed & stamped in each page by your authorized representative**. No overwriting/ correction in tender documents by bidders shall be allowed. However, if correction is unavoidable, the same may be signed by authorized signatory.

2.0 Deviation with respect to tender clauses and additional clauses / suggestions / in Techno-commercial bid / Price bid shall NOT be considered by BHEL. Bidders are requested to positively comply with the same.

3.0 BHEL reserves the right to accept or reject any or all Offers without assigning any reasons thereof. BHEL also reserves the right to cancel the Tender wholly or partly without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter (except for the refund of EMD).