

Bharat Heavy Electricals Limited

High Pressure Boiler Plant

Tiruchirappalli – 620 014. India

Civil Engineering Department (Factory)

TENDER DOCUMENT (QUALIFICATION BID)

Name of work	:	Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex
Tender Schedule No	:	CF: TS: 027 / 19 - 20
Value of Work	:	Rs. 25.00 Lakhs + Applicable GST
Tender Evaluation Cost (50% max based on split and award condition for 3 vendors)	:	Rs. 12.50 Lakhs
EMD	:	Rs. 25,000/- (Rupees Twenty Five Thousand only)
Period of Contract	:	15 (Fifteen) Months
Date of Notification	:	11.09.2019
Last Date of Receipt of Tender	:	03.10.2019 @ 10:00 hrs.
Issued to	:	

CONTRACTOR

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ACCEPTING OFFICER

**NORMS FOR QUALIFICATION FOR THIS TENDER
CHECK LIST - TO BE FILLED BY CONTRACTOR COMPULSORILY**

Sl. No	Description	Details (Tick Appropriate)	Remarks
1	Contractor Details	Filled <input type="checkbox"/> / Not Filled <input type="checkbox"/>	Refer Page No 3
2	Reverse Auction Contact Details	Filled <input type="checkbox"/> / Not Filled <input type="checkbox"/>	Refer Page No 4
3	PAN	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
4	GST	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
5	ESI	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
6	PF	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
7	IT Return for the last three years 3 years, ending 31st March of the previous financial year	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
9	Balance sheet for the last 3 years, ending 31st March of the previous financial year	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
10	<p>Experience of having successfully completed similar works during last 7 (Seven) years ending last day of month previous to the one in which applications are invited should be either of the following</p> <p>I. Three similar completed works costing not less than the amount equal to 40% of the tender evaluation cost. (or)</p> <p>II. Two similar completed works costing not less than the amount equal to 50% of the tender evaluation cost. (or)</p> <p>III. One similar completed works costing not less than the amount equal to 80% of the tender evaluation cost.</p> <p>Similar Work means any Civil Work / Interior Decoration Works / Aluminium Partition Works / Modular office works etc.</p>	Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/>	
11	<p>Acceptance Clause :</p> <p>We have read all the terms and conditions, noted the job content & site conditions.</p> <p>We have quoted our offer by taking care of unit of measurement given in the Bill of quantities against individual items</p> <p>We have not taken any deviation from tender clauses as enumerated in the tender and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender. In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.</p> <p>We confirm to have submitted our offer strictly in accordance with tender instructions.</p>	Accepted <input type="checkbox"/> Not Accepted <input type="checkbox"/>	

At the time of submitting offer, if any vendors does not have ESI, EPF NO the vendor should produce a declaration (page 5 below) stating that ESI and PF registration will be submitted before placing of Work order / Commencement of Work.

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Contractor Profile details - TO BE FILLED BY CONTRACTOR

1.	Name of the Agency / Company / Vendor.	
2.	Address:	
3.	Phone No.:	
4.	E-mail Address:	
5.	Name and Contact details of person for communication related to Tender	
6.	BHEL Vendor Code (If any)	

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REVERSE AUCTION CONTACT DETAILS - TO BE FILLED BY CONTRACTOR

BHEL reserves the right to go for Reverse Auction (RA) instead of opening the sealed envelope price bid/s, submitted by the bidder. More details given under "SPECIAL TERMS & CONDITIONS OF CONTRACT".

For this purpose, the following details should be furnished **without fail, along with the offer.**

Name of work: **Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex.**

Tender Schedule No.: **CF: TS: 027 / 19 – 20**

Name of the contact person assigned for Reverse auction	
Mobile & Land line Number	
E-mail id	
FAX No.(if available)	

FORMAT FOR EPF & ESI DECLARATION

(To be given in Vendors Letter head if not possessing EPF / ESI / Both (EPF & ESI) at the time of submission of the tender)

To:
DGM / CIVIL / Planning & Designs
53 Building, Ground Floor,
BHEL, Trichy

Sir,

Sub: Declaration of EPF& ESI Submission – Reg.

At this time of submission of this tender ----- (Tender Schedule No) I / We, -----
(Company Name) am / are not possessing the EPF / ESI / Both (EPF & ESI). I hereby declare that I will submit the EPF / ESI / Both (EPF & ESI) registration copy before placing of Work order / Commencement of Work. I / we am/are also aware that payment for work done will not be processed by BHEL without submission of EPF & ESI data paid to my / our employees engaged to the corresponding BHEL contract.

Thanking you,

Yours Truly,
For and On behalf of,

Company name & seal

Date:

Place:

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**BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
CIVIL ENGINEERING DEPARTMENT**

BHE: DGM: C: F:P: 02 / 67:

Dt. 11.09.2019

To

The Tenderer

Dear Sirs,

Sub: **Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex**

Ref: Tender Schedule No. **CF: TS: 027 / 19 - 20**

Please find enclosed / attached non-transferable tender document containing

- i) Qualification bid consisting of Preamble, Specifications, General Conditions of Contract, Norms for Qualification and Qualification Pro forma
- ii) Price bid consisting of Preamble, Bill of Quantities to offer your most competitive rates for all the items.

SEALED TENDERS for the above work are hereby invited from contractors experienced in works of similar kind and magnitude etc. TENDERS must be submitted in sealed cover consisting of 3 (THREE) inner sealed covers all super scribing the name of work, tender ref. no. etc.,

COVER 1 – EMD

EMD cover shall contain requisite **EMD Rs. 25,000/- (Rupees Twenty Five Thousand only)** in the form of DD. Tender without EMD will be summarily Rejected. **EMD waiver not applicable for MSE / NSIC / SSI vendors for this tender.** All Demand Draft shall be drawn in favour of **BHEL, Trichy** payable at Tiruchirappalli.

COVER 2 – TECHNICAL BID

Qualification bid cover shall contain duly filled in qualification bid document signed by the tenderer in all the pages with documentary evidences for pre-qualification such as experience, value of work executed in the similar nature of work, etc. Any bid without proper documentary evidence for pre-qualification shall not be considered for further evaluation.

COVER 3 – PRICE BID

The Price Bid cover shall contain price bid document duly filled in and signed by the tenderer in all the pages. The tenderer has to quote most competitive rate in Percentage Below (100-X) % / At par (100%) / Above (100+X) % of the rates provided in Bill of Quantities appended from **Page 03** of Price Bid.

(Important Note: One Time EMD is no more applicable for Tender, as per recent corporate guidelines. Hence tenderers who had previously remitted one time EMD, shall have no necessarily take EMD of specified amount mentioned for this tender)

The completed qualification bid and price bid for the work in favour of BHEL, Trichy shall reach the office of the undersigned on or before **03.10.2019 @ 10:00 hrs.** The qualification bid will be opened on the same day at 10.00 Hrs. In case of opening day falls on holiday or happened to be declared as a holiday, the receipt and opening of the tender shall automatically fall on the same timing of the next working day. Date and time of opening of the Price Bid or the details of reverse auction if any shall be intimated only to the bidders those who have qualified after evaluation of the qualification bid. You / your authorized representative may participate in the tender opening with authorization letter for Tender opening.

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The tenderers who are desirous of sending their tender documents through your authorized representative / by post / by courier are advised to send the same well in advance so as to reach the office of **DGM / Civil / Planning, Design & QC (F&T), Bldg. 53, BHEL, Trichy - 14**, Tamil Nadu on or before **03.10.2019 @ 10:00 hrs.**

Clarification if any, can be obtained contacting following email, ravindran.p@bhel.in / sundaresan@bhel.in / shamalam@bhel.in, phone No. 0431 –257 1214 / 257 5347 / 257 8579 Fax No. : 0431 – 2520710.

Kindly acknowledge the receipt of the entire set of tender document.

Thanking you,

Encl:

E Format (**Electronic fund transfer format to be compulsorily filled and submitted along with an original canceled check leaf**)

Yours faithfully
For and on behalf of
BHARAT HEAVY ELECTRICALS LIMITED,

**DGM / Civil / Planning, Design & QC
BUILDING No. 53, Ground floor**

**BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
CIVIL ENGINEERING DEPARTMENT (FACTORY)**

TENDER CONDITION

1. The scope of work **Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex**

2. **Split and Award conditions for maximum of 3 Contractors**

This tender works will be awarded to maximum of three contractors only and the condition of distribution will be as per the table given below. Whenever, the numbers of qualified responses(N) are three or more, the distribution shall be limited to (N-1) qualified responses and each accepting to L1 rate. The offer to Tenderers to accept L1 rate will be in the order of the value Quoted by them, Lower to Higher, i.e. L2, L3, L4, etc.

Counter-offering split ratio in case of maximum 3 Contractors (including L1)				
No. of L1 vendors	No. of Counter-offer accepted L2 vendors	No. of Counter-offer accepted L3 vendors	Splitting Ratio	
1	1	1	L1:L2:L3	50:30:20
		0	L1:L2	60:40
	2	0	L1:L2:L2	40:30:30
	0	NA	L1	100
2	1		L1:L1:L2	40:40:20
	0		L1:L1	50:50
3	NA		Equally split to 3 L1	

Note: In the table above, L2, L3, ... refers to the next lowest bidder accepting L1 rate. The initial work order to the contractors will be issued in such a way that any outstanding work on contractor does not exceed 50%, 30% & 20% of Tender value for L1, L2 & L3, respectively. In case of non-performance, within stipulated time, for reasons other than BHEL, the work split may be altered, to other performing vendors. In case of tie in the rates quoted by the tenderers and if there is a requirement to break the tie in order to limit the number of contractors as per the terms given in Para 1 above, then the same will be decided based on Lot system, either in the presence of available Tenderers at the time of price bid opening or by giving 48 hours prior information to the Tenderer.

3. The work is split into number of sub works and sub work orders will be issued to each sub work. Though the period of contract is as mentioned in the in the QB, each sub work must be completed before its completion period as mentioned in its Sub work order.

4. The contractor is required to carry out contract activities as directed by the department officials. It is required to engage certain minimum strength of staff for effective supervision of works.

5. In addition, Quantity surveyors have to be engaged to prepare measurements and submit the bills.

6. Minimum wage



BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 14
HUMAN RESOURCE MANAGEMENT

Ref No. TP:HR: Contract Cell: MW

Date: 28/03/2019

CIRCULAR

To

All Contract Awarding/Executing Executives

Sub: Minimum Wages Act, 1948 – Revision of Dearness Allowance for in employment in “General Engineering and Fabrication Industry – Reg.

Ref: Notification No.Z3/7657/2019 dated 18/03/2019 by Office of the Commissioner of Labour, Chennai – 600 006.

Consequent upon the increase in Dearness Allowance payable under the Minimum Wages Act from Rs.4235/- to **Rs.4574/-** per month to those employed in “General Engineering and Fabrication Industry”, the Statutory Minimum Wages applicable to the contract workmen would be as follows with effect from 01/04/2019:

S No	Category	Minimum Basic Wages per day	Minimum DA per day*	Total Minimum Wages per day
1	Unskilled Worker	Rs.258.50	Rs.176.00	Rs.434.50
2	Semi-Skilled Worker	Rs.271.00	Rs.176.00	Rs.447.00
3	Skilled Worker	Rs.278.50	Rs.176.00	Rs.454.50
4	Supervisor**	Rs.295.00	Rs.176.00	Rs.471.00

Note: (calculation)

*Minimum DA per day (Rs.4574/26) = 175.92, which is rounded off to Rs.176/-

**For Supervisors, minimum Basic Wages per day (Rs.7660/26) = 294.61, which is rounded off to Rs.295/-

All Contract Awarding / Executing Executives are requested to ensure that the contractors make payment of wages to their workers not less than the above Statutory Minimum Wages along with BHEL Additional Wages as stipulated in the respective work order.


Sr. Manager (HR-Law&Cont. Cell)

CC:

All HR Executives
DGM/HR & Admn /PC/Chennai
DGM/HR/PPPU/Thirumayam
AGM/Finance
GM/WCM & MM
GM/Finance
GM/HR&Medical

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**BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 620 014
CIVIL ENGINEERING DEPARTMENT (FACTORY)**

SPECIAL CONDITIONS OF CONTRACT FOR ANNUAL MAINTENANCE CONTRACTS

1. There are five different work areas (North, South, External, SSTP & Unit II) exist in the factory complex. Hence, the contractor has to visit all the five work areas to receive work instructions / complaints on daily basis by 9:00 AM. The complaints have to be attended / resolved at the end of day failing which penalty @ Rs. 200/- per complaint per day for delay will be imposed, at the discretion of Engineer– in-charge.
2. Sub work orders will be issued under the contract awarded through e-mail. Sub work orders will be classified as “Maintenance” and “other” works. The contractor shall commence the “other” category works within 7 days from the date of issue of work order through email failing which a penalty of Rs. 2000/- per day of delay will be imposed if the delay is nor attributable to BHEL.
3. If the contractor fails to commence the “other” category works even after 14 days from the date of issue of sub work order through email, the engineer-in-charge may cancel the sub work order and execute the work by engaging alternate agency. The actual expenditure thus incurred plus 30% overheads will be deducted from the payments due to the contractor.
4. If the contractor fails to complete the “other” category work orders within the stipulated completion date as mentioned in the sub work order, which is binding both the parties, penalty will be imposed at the rate of 1% of work order value per week of delay subjected to a maximum of 10% of the sub work order value.
5. Even after the imposition of LD at 10%, if the contractor fails to complete the works, the engineer-in-charge may cancel the sub work order and execute the balance work by engaging alternate agency. The actual expenditure thus incurred plus 30% overheads will be deducted from the payments due to the contractor.
6. Any tools / spares / machinery (other than free issue materials) issued by BHEL on written request by contractor will be on chargeable basis and based on availability. The charges shall be decided by BHEL and are final.

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ACCEPTING OFFICER

**BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI - 620 014**

CIVIL ENGINEERING DEPARTMENT (FACTORY)

NOTICE INVITING TENDER

1.	Name of Work	:	Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex.
2.	Estimated Cost	:	Rs. 25.00 Lakhs + Applicable GST
3.	Tender Evaluation Cost (50% max based on split and award condition for 3 vendors)	:	Rs. 12.50 Lakhs
4.	Earnest Money Deposit	:	Rs. 25,000/- (Rupees Twenty Five Thousand only)
5.	Completion time	:	15 (Fifteen) months (From the date of commencement of the work which will be reckoned from the date of handing over to the Contractor)
6.	Last Date of Receipt of Tenders	:	03.10.2019 @ 10:00 hrs.
7.	Date of Tender opening	:	03.10.2019 @ 10:00 hrs.
8.	Maintenance Period	:	06 (Six) Months (from the date of actual completion of the entire work and handing over to Bharat Heavy Electricals Limited)
8.	Issued to Messers. / Thiru.	:	

ISSUING OFFICER

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ACCEPTING OFFICER

C.A.....Date.....
(To be used in conjunction with BHE Ltd., General Conditions of Contract)

AUTHORITY TO TENDER

Office of the
DGM/CIVIL/PLANNING,DESIGN
BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHY – 14.

Tender Schedule No. **CF: TS: 027 / 19 – 20**

~~Lumpsum / Percentage rate / Item-rate~~ tender for works required in **“Annual Maintenance contract for Carpentry works, Aluminium works, false ceiling, interior decoration works, etc., for buildings in BHEL-Trichy, factory complex.** ‘are / is hereby authorized to tender for the above work. The Tender is to be delivered at the Office of the **DGM / CIVIL / PLANNING, DESIGN & QC, 53 Building Ground floor** Bharat Heavy Electricals Limited, Thiruverumbur, Tiruchirappalli – 620 014, **03.10.2019 @ 10:00 hrs.** - addressed to the **DGM / CIVIL / PLANNING, DESIGN & QC, Building No. 53, Ground floor,** BHEL. Tiruverumbur, Tiruchirapalli – 620 014 super scribing the name of work as mentioned above.

Any correspondence concerning this Tender should be addressed as indicated above quoting the Tender Notice, schedule No. and other relevant particulars.

BHARAT HEAVY ELECTRICALS LIMITED DO NOT BIND THEMSELVES TO ACCEPT THE LOWEST OR ANY TENDER

**Issuing Officer with
Designation**

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SCHEDULE – ‘A’

LIST OF WORKS AND PRICES

DETAILS & QUANTITIES of each item of work shown in the BILL OF QUANTITIES are only approximate. They are given as a guide for the purpose of tendering only and are liable to variation and alteration of the Competent Authority. The work under each item as executed shall be measured and priced at the corresponding rate quoted by the contractor in the BILL OF QUANTITIES

BILL OF QUANTITIES

Sl. No.	Appx. Qty.	Description of work	TNBP No.	Rate (Both in Unit fig & Words)	Amount Rs. Ps.
AS PER SEPARATE SHEETS ATTACHED SHEETS IN PRICE BID					

‘SCHEDULE B’

- The following materials will be issued FREE of cost to contractor at BHEL Stores / Stock yard if specified in the BOQ and specifications.

Sl. No.	DESCRIPTION	PLACE OF ISSUE
1.	Cement	BHEL Stores or Stock yard
2.	M.S Rounds, C.T.D Bars & Structural Steel, rails and all railway materials	BHEL Stores or Stock yard

- It will be the responsibility of the Contractor to submit his demands for the above stores in writing atleast seven days in advance of the actual requirement.
- Issue of Stores is subject of the availability at the place of issue cited above, items of stores to be issued by BHEL which are not available at the time of indenting by the contractor may be supplied by BHEL after necessary procurement. The contractor shall not be entitled to any claim of compensation for delay in the supply of stores by BHEL under any circumstances.
- The materials will be issued only during the working hours of the BHEL Stores Department (8.00 a.m. to 4.30 p.m.). Contractor shall have to transport them to the site of work at his own cost as soon as they are issued to him.
- The steel materials if issued will be in random lengths and sizes as stocked by the BHEL and the cost of all cutting, conversion, substitution and fabrication as well as wastage shall have to be borne by the Contractor.
- The contractor shall from time to time render proper account of all materials issued to him by BHEL. If he fails to do so, no further issue of materials will be made to him and he will be held responsible for any delay in the execution of the work which may occur on this account.
- Where A.C. Sheets and accessories, Doors, Windows, Sanitary fittings, Special glasses or other items are issued free of cost to the contractor, the contractor will have to make good at his own cost any loss or damage to any part or whole of the items issued to him as above. All wastage within the premises limits as fixed by BHEL will be charged for at the prescribed issued rates of BHEL. Excess wastage will be charged for at punitive rates which will be 100% higher than the issue rates.
- All surplus materials in good condition which are not returned to the BHEL Stores as also quantities of materials consumed in excess of the max. permissible limit as fixed by BHEL shall be charged for at punitive rates.

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The decision of the Senior Engineer / Dy. Manager / Manager as to the extent to which materials have been rendered surplus or consumed in excess of the actual requirements shall be final and conclusive and binding on the contractor.

SCHEDULE 'C'

ISSUE OF TOOLS AND PLANTS TO CONTRACTORS

Sl. No.	Qty.	Particulars	Details of BHEL Crew Supplied	Hire Charges Per unit Per Day	Place of Issue	Remarks
.....Nil.....						

- a. Machineries shall not be operated over time without the written permission of the Sr. Engineer / Dy. Manager / Manager.
- b. All Coolies, Watermen etc., required in addition to BHEL crew mentioned in column 4 above shall be arranged by the contractor at his own expense.

SCHEDULE 'D'

NOTE : All Drawings are to be signed by the Contractor as well as the officer entering into contract.

SL. No.	DRAWING NUMBER	DESCRIPTION

SCHEDULE 'E'

LEAD STATEMENT

Sl. No.	Name of Material	Name of Source	Lead Particulars both for Factory and Township
1.		BHEL	2 - 10 km

TENDER

To

DGM / CIVIL / PLANNING, DESIGN & QC

Bharat Heavy Electricals Limited

Unit : Tiruverumbur

TIRUCHIRAPPALLI – 620 014.

I / We hereby offer to carry out the tendered work.

I / We hereby carefully perused the following documents connected with the above noted work and agree to abide the same.

1. Specifications (General & Particular)
2. Drawings
3. Schedule 'A', 'B', 'C', 'D' & 'E' and Bill of Quantities attached hereto.
4. Schedule or rates
5. BHE Ltd., General & Special Conditions of Contract, Tender Notice and Instructions to Tenders attached hereto.

I / We forward herewith the sum of Rs.....as Earnest Money, which shall be refunded should this tender be rejected. I / We further agree to deposit such sum which along with the sum of Rs.....mentioned above shall make up 50% of the fully Security Deposit for this work as provided for under conditions of the BHARAT HEAVY ELECTRICALS LIMITED General Conditions of Contract.

I / We further agree to execute all the work referred to in the said documents upon the terms & condition contained or referred therein and as detailed in Schedule 'A' and Bill of Quantities annexure thereto an to carry out such deviations as may be ordered, vide conditions 6 of the BHEL Ltd., General Conditions of Contract up to a maximum of 20% of the tendered of Rs.....

I / WE further agree to refer all disputes, as required by condition 62 of the General conditions of Contract to the sole arbitration of an Officer, to be appointed by the General Manager, B.H.E. Ltd., in his sold discretion whose decision shall be final and binding.

WITNESS

Signature of the Contractor

Date :

1.

2.

CONTRACTOR

ACCEPTING OFFICER

GENERAL SUMMARY

1.	(a) Net Cost of works or building etc., from Schedule 'A' and Bill of quantities annexed thereto	Rs.
2.	Provisional sum	Rs.
	Total Rs.

Rupees.....
..... Shri.....
..... in the capacity of
..... has been duly authorized by me / use to
sign the tender for and on behalf of
..... (in
block letters)

Date : SIGNATURE OF CONTRACTOR

Witness : Postal Address :

1..... Telephone No.
Address

2.....
Address

..... alternations have been made in the Tender Document and as evidence that these alternations were made before the execution of contract agreement, they have been initialed by the Contractor and the

.....
.....
.....

..... is hereby authorized to sign and initial on my behalf the documents forming part of this contract (Number of alternation in figures and words to be given me)

The above tender is accepted by me on behalf of the Bharat Heavy Electricals Limited, Unit Thriuverumbur, Tiruchirappalli – 620 014. for a sum of Rs.

.....
.....

..... at the item rates as indicated in the Bill of Quantities attached to Schedule 'A'.

Signature Date.....

Designation

