

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 Horticulture works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery in BHEL- Trichy, Factory complex. |
| Tender Schedule No | : | CF: TS: 016 / 20 - 21 |
| Estimate Value of Work | : | Rs. 25,00,000.00 + Applicable GST |
| Evaluation Value of Work (50% max based on split and award condition for 3 Vendors) | : | Rs. 12,50,000.00 |
| EMD | : | Rs. 25,000.00 (Rupees Twenty Five Thousand only) |
| Period of Contract | : | 15 (Fifteen) Months |
| Date of Notification | : | 12.12.2020 |
| Last Date of Receipt of Tender | : | 02.01.2021 @ 10:00 hrs. |
| Issued to | : | |
| Date of Tender Opening | : | 02.01.2021 @ 10:00 hrs. |

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 | EMD (EMD is not waived off for SME / NSIC / SSI / MSME vendors for this tender) | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 4 | PAN | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 5 | GST | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 6 | ESI | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 7 | PF | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 8 | IT Return for the last three years 3 years, ending 31st March of the previous financial year (2016-17, 2017-18, 2018-19) | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 9 | Balance sheet Certified by the Auditor for the last 3 years, ending 31st March of the previous financial year | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 10 | Profit & Loss Statement Certified by the Auditor for the last 3 years, ending 31st March of the previous financial year | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 11 | 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 I. Three similar completed works costing not less than the amount equal to 40% (Rs. 5.00 Lakhs) of the tender evaluation cost. (or) II. Two similar completed works costing not less than the amount equal to 50% (Rs. 6.25 Lakhs) of the tender evaluation cost. (or) III. One similar completed works costing not less than the amount equal to 80% (Rs. 10.00 Lakhs) of the tender evaluation cost. Similar work means any civil work / any manpower supply contract / Horticulture work / Tree cutting etc. | Enclosed <input type="checkbox"/> / Not Enclosed <input type="checkbox"/> | |
| 12 | Acceptance Clause : We have read all the terms and conditions, noted the job content & site conditions. We have quoted our offer by taking care of unit of measurement given in the Bill of quantities against individual items. 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. We confirm to have submitted our offer strictly in accordance with tender instructions. | Accepted <input type="checkbox"/> / Not Accepted <input type="checkbox"/> | |

Note:

- E- FORMAT in Page No. 23 "ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS RANSFER" should be compulsorily filled by the new vendors and a copy of the cheque leaf/cancelled cheque leaf is to be attached.
- 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.

CONTRACTOR

Page 2 of 23

ACCEPTING OFFICER

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) | |

REVERSE AUCTION CONTACT DETAILS - TO BE FILLED BY CONTRACTOR

BHEL will go for Reverse Auction (RA) after 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 Horticulture Works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery in BHEL – Trichy , Factory complex.**

Tender Schedule No. **CF: TS: 016 / 20-21**

| | |
|--|--|
| 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:
Manager
Civil Township Office, Kailasapuram, 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:

Local Supplier Self-Declaration (To be given in Vendors Letter head)

| | |
|----------------------------|------------------------------|
| Tender Schedule No. | CF: TS: 016 / 20 - 21 |
| Tender hosted Date | 12 12 2020 |

In line with Government public procurement order Number P-45021/2/2017-B.E-II dated 15.06.2017, and further modified order dt. 28.05.2018 & 04.06.2020. I / We hereby declare that I / We are a “Local Supplier” meeting the requirement of minimum local content (.....%) defined in the above government notification for the goods/services/works against above mentioned enquiry Number.

Details of location at which local value addition will be made is as follows:

| | |
|--------------------|--|
| Door No. | |
| Street / Address 1 | |
| Street / Address 2 | |
| District | |
| State | |
| Country | |
| PIN Code | |

We also understand that the false declarations will be considered as breach of Integrity and liable for action.

For Company Name:
Seal:
Signature:

Date:
Place:

(Please fill all the yellow color field)

Declaration (To be given in Vendors Letter head)

To:

The Manager
Civil Township Office,
Kailasapuram, Trichy

Sir,

At this time of submission of this tender ----- (Tender Schedule No) I / We, -----
(Company Name) declares that we will not enter into any illegal or undisclosed agreement or understanding, whether formal or informal with other Bidder(s). This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

In case, I / We ----- (Company Name), am / are found having indulged in above activities, suitable action shall be taken by BHEL as per extant policies / guidelines.

Thanking you,

Yours Truly,
For and On behalf of,

Company name & seal

Date:

Place:

E- Invoice Declaration (To be given in Vendors Letter head)

To:

**The Manager
Civil Township Office,
Kailasapuram, Trichy**

Sub: Undertaking regarding Issuance of E-Invoice under GST Act

Dear Sir,

1. We hereby confirm that our Aggregate Turnover is less than 100 Crore & we are not mandated to issue E-Invoice (as per Rule No: 48 (4) of CGST Rules) w.e.f. 01/01/2021 as notified in Notification No: 61/2020-CT dated 30/07/2020.
2. We hereby confirm that our Aggregate Turnover is more than 500 Crore & we are mandated to issue E-Invoice (as per Rule No: 48 (4) of CGST Rules) w.e.f. 01/10/2020 as notified in Notification No: 61/2020-CT dated 30/07/2020. Hence, all our tax invoices issued w.e.f. 01.10.2020 will contain/ contains the QR Code, IRN, Signature obtained from *Invoice Registration Portal (IRP)* & will comply with requirements stipulated in Rule No: 45 & 48 of CGST Rules, 2017.
3. We hereby confirm that our Aggregate Turnover is more than 100 Crore but less than 500 Crore & we are mandated to issue E-Invoice (as per Rule No: 48 (4) of CGST Rules) w.e.f. 01/01/2021 as notified in Notification No: 88/2020-CT dated 10/11/2020. Hence, all our tax invoices issued w.e.f. 01.01.2021 will contain the QR Code, IRN, Signature obtained from *Invoice Registration Portal (IRP)* & will comply with requirements stipulated in Rule No: 45 & 48 of CGST Rules, 2017.

Thanking you,

Yours Truly,
For and On behalf of,

Company name & seal

Date:

Place:

(Strike out whichever is not applicable)

(This undertaking should be issued in company letterhead & to be signed by Authorised Signatory.)

EMD through E-collect (Bank payment)

This explains how to make Payments to BHEL - Tiruchirappalli and through SBI-Ecollect. Vendors (EMD and SD Payments payable by others) can utilize this facility. payments can be made using Internet Banking, Debit Cards / Credit Cards etc. SBI Charges a minimum amount (Service Charges) for every transaction. This may vary according to the MODE selected.

STEP BY STEP PROCEDURE:

Login to <http://www.onlinesbi.com>

1. Select State Bank Collect available on the top (pre login page)
2. Accept the terms and conditions and click "PROCEED"
3. Select State "TAMILNADU" and Institution type "INDUSTRY".
4. Select "BHEL TRICHY" under "INDUSRY"
5. In the next page, Select APPROPRIATE category, fill details correctly & click "SUBMIT".
6. If all details entered are correctly populated, click "CONFIRM" to proceed.
7. Make payment as per your convenience. (Options available are payment of fees through SBI Net Banking, State Bank ATM cum Debit Cards / Other Bank Debit / Credit Cards and through SBI Branches).
8. Save & Keep the copy of receipt for future reference.

HOW TO TAKE RECEIPT FOR A PAYMENT MADE, EVEN ON LATER DATE:

(PLEASE CHECK THE STATUS BEFORE MAKING PAYMENT SECOND TIME)

1. Login to www.onlinesbi.com
2. Select State Bank Collect available on the top (pre login page)
3. Accept the terms and conditions and click "PROCEED"
4. Select "PAYMENT HISTORY" option available on the left side of screen.
5. Using two options as mentioned below, you can get the receipt:
 - a) Type the same Date of Birth, Mobile Number which you have entered at the time of making payment through SB collect. Select the date range and submit.
 - b) If you know the payment reference number, then enter the Reference number (DU...) along with anyone information (Date of Birth / Mobile Number which you have entered at the time of making payment). Select the date range and submit.
6. In the next page, take print out of receipt.

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

BHE: M: C: F: P:

Dt. 13.12.2020

To

The Tenderer

Dear Sirs,

Sub: **Annual Maintenance Contract for Horticulture works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery in BHEL -Trichy ,Factory complex.**

Ref: Tender Schedule No. **CF: TS: 016 / 20-21**

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.
- iii) Standard condition of contract and
- iv) Special condition of contract

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, Standard conditions of contract and special conditions of contract which are 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.

CONTRACTOR

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ACCEPTING OFFICER

(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 along with requisite EMD of **Rs. 25,000.00 (Rupees Twenty Five Thousand Only)** shall reach the office of the undersigned on or before **02.01.2021 @ 10:00 hrs.** EMD in any other form will not be accepted. The qualification bid will be opened on **02.01.2021 @ 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 and details of reverse auction 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.

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 **Manager, Civil Township Office, Kailasapuram, Trichy - 620 014**, Tamil Nadu on or before **02.01.2021 @ 10:00 hrs.**

Clarification if any, can be obtained contacting following email, shamalam@bhel.in / sundaresan@bhel.in, phone No. 0431 -257 5347/ 257 8579.

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

Thanking you,

Encl:

E Format in Page No. 23 "Acceptance for Electronic fund transfer / RTGS Transfer" should be compulsorily filled by the new vendors and submitted along with an original cancelled cheque leaf is to be attached

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

**Manager
Civil Township Office**

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

TENDER CONDITION

1. The scope of work involves Annual Maintenance Contract for Horticulture works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery 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 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 |

3. 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.

"In the course of evaluation, if more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders.

In case more than one bidder happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss / draw of lots, in the presence of the respective L-1 bidder(s) of their representative(s).

Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding."

4. 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.
5. 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.
6. In addition, Quantity surveyors have to be engaged to prepare measurements and submit the bills.

7. Minimum wage



BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI – 14
HUMAN RESOURCE MANAGEMENT

Ref No.TP:HR: Contract Cell: MW

Date: 17/04/2020

CIRCULAR

To

All Contract Awarding/Executing Executives

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

Ref: Notification No. Z3/9123/2020 dated 17/03/2020 by Office of the Commissioner of Labour, Chennai – 600 006.

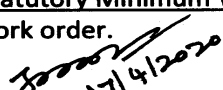
Consequent upon the increase in Dearness Allowance payable under the Minimum Wages Act from Rs.4574/- to **Rs.5209/-** per month to those employed in “General Engineering and Fabrication Industry”, the Statutory Minimum Wages applicable to the contract workmen would be as follows with effect from 01/04/2020:

| S No | Category | Minimum Basic Wages per day | Minimum DA per day | Total Minimum Wages per day |
|------|---------------------|-----------------------------|--------------------|-----------------------------|
| 1 | Unskilled Worker | Rs.258.50 | Rs.200.35 | Rs.458.85 |
| 2 | Semi-Skilled Worker | Rs.271.00 | Rs.200.35 | Rs.471.35 |
| 3 | Skilled Worker | Rs.278.50 | Rs.200.35 | Rs.478.85 |
| 4 | Supervisor* | Rs.295.00 | Rs.200.35 | Rs.495.35 |

Note: (calculation)

*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.


DGM (HR-Law&Contract Cell)
(T.S.Balaji)

CC:

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



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

SPECIAL CONDITIONS OF CONTRACT FOR ANNUAL MAINTENANCE CONTRACTS

1. There exists five different work areas (North, South, External, SSTP & Unit II) in the factory complex. Hence, the contractor shall ensure that himself or his representative visit and meet the Engineer in-Charge of the respective areas where work is allocated to the contractor to receive work instructions / complaints on daily basis by 9:00 AM.
2. If the Contractor / representative fails to turn up to the office of the Engineer in-charge to receive the complaints / instructions by 09:00 AM, it will be considered as “Absent” and recovery for non-deployment of supervisor will be recovered at the prevailing minimum wages including BHEL Additional Wages. In addition, 30 % over heads will also be recovered.
3. Sub work orders will be issued through e-mail under this contract with specific completion period. Sub work orders will be classified as “Maintenance” and “other” works.

4. For the sub work orders classified as “Other”

- a. The contractor shall commence the “other” category works within 7 days from the date of issue of Sub work order through email failing which a penalty of Rs 2000/- per day of delay will be imposed if the delay is attributable to the contractor. 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 at the risk and cost of the contractor.
- b. 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 subject to a maximum of 10 % of the sub work order value.
- c. if the contractor fails to complete the other category sub work orders for reasons of delay, attributed to the contractor, where delay occurred is such that
 - i. even after the imposition of Penalty at 10 % (or)
 - ii. with delay period has equalled/ exceeded half the original delivery period specified in the sub work order

whichever among the above is earlier, the engineer in-charge may cancel the sub work order and execute the balance work by engaging alternate agency at the risk and cost of the contractor.

5. For the sub work orders classified as “Maintenance”

- a) The Maintenance complaints under maintenance category sub work orders have to be attended/resolved at the end of day or within the time as decided by the Engineer in charge failing which penalty @ Rs 200/- per complaint per day of delay will be imposed, at the discretion of Engineer in-charge.
- b) If the contractor fails to start the maintenance complaint even after delay of 24 hrs after intimation through e-mail under Maintenance category work, the engineer in-charge may execute the work by engaging alternate agency at the risk and cost of the contractor.

6. Works done at the risk and cost of the contractor:

In case the works are executed at the risk and cost of the contractor by engaging alternate agency, 30 % overheads shall be recovered from the defaulted contractor, if the works are carried out at the same awarded rate.

if any additional expenditure incurred over contract rate the same shall be recovered from the contractor. In addition, 30 % overheads against actual cost incurred (i.e. Contract rate + Additional cost) will also be recovered from the contractor.

7. 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.

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

CIVIL ENGINEERING DEPARTMENT (FACTORY)

NOTICE INVITING TENDER

| | | | |
|----|--|---|---|
| 1. | Name of Work | : | Annual Maintenance contract for Horticulture works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery 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 | : | 02.01.2021 @ 10:00 hrs. |
| 7. | Date of Tender opening | : | 02.01.2021 @ 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) |
| 9. | Issued to Messers. / Thiru. | : | |

ISSUING OFFICER

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

AUTHORITY TO TENDER

Office of the
The Manager
Civil Township Office,
Kailasapuram, Trichy

Tender Schedule No. **CF: TS: 016 / 20-21**

Percentage rate / tender for works required in **"Annual Maintenance Contract for Horticulture works including Maintenance of existing lawns, cutting of trees & Branches hindering safety aspects & developing new greenery in BHEL - Trichy , Factory complex.**

Messrs. 'are / is hereby authorized to tender for the above work. The Tender is to be delivered at the Office of the **Manager, Civil Township Office BHEL, Kailasapuram, Trichy - 620 014, 02.01.2021 @ 10:00 hrs.** - addressed to the **Manager, Civil Township Office, BHEL, Kailasapuram, Trichy - 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

Contract Agreement No.....

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'

1. 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 |

2. 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.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.
8. 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.
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 |
|---------|----------------|-------------|
| 1 | NIL | |

SCHEDULE 'E'

LEAD STATEMENT

| Sl. No. | Name of Material | Name of Source | Lead Particulars both for Factory and Township |
|---------|--|------------------------------|---|
| 1 | Cement | BHEL STORES or Stock yard | 2 Kilometre |
| 2 | M.S Rounds, C.T.D Bars, Rail & Structural Steel | BHEL STORES or Stock yard | 2 Kilometre |

CONTRACTOR

ACCEPTING OFFICER

TENDER

To

MANAGER

Civil Township Office

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 IF ANY~~
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 and to carry out such deviations as may be ordered, vide conditions 6 of the BHEL Ltd., General Conditions of Contract upto 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 sole discretion whose decision shall be final and binding.

WITNESS

Signature of the Contractor

Date :

1.

2.

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.....
Address

Telephone No.

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

E FORMAT

THE PURCHASE/CONTRACT EXECUTING AGENCY/BHEL
ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS TRANSFER

| | | | | | | | | | | | | |
|----|---|--|--|--|--|--|--|--|--|--|--|--|
| 01 | Name & Address of the Supplier / Sub-contractor | | | | | | | | | | | |
| 02 | VENDOR CODE assigned by BHEL | | | | | | | | | | | |
| | Details of Bank Account: | | | | | | | | | | | |
| | | | | | | | | | | | | |
| 03 | NAME & ADDRESS OF THE BANK | | | | | | | | | | | |
| 04 | NAME OF THE BRANCH | | | | | | | | | | | |
| 05 | BRANCH CODE | | | | | | | | | | | |
| 06 | MICR CODE | <table border="1" style="width: 100%; height: 20px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | | |
| | | | | | | | | | | | | |
| 07 | ACCOUNT NUMBER | | | | | | | | | | | |
| 08 | TYPE OF ACCOUNT | CURRENT A/C / OD / CASH CREDIT | | | | | | | | | | |
| 09 | BENEFICIERY'S NAME | | | | | | | | | | | |
| 10 | IFSC CODE OF THE BRANCH | <table border="1" style="width: 100%; height: 20px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | | |
| | | | | | | | | | | | | |
| 11 | EMAIL ID | | | | | | | | | | | |
| 12 | TELEPHONE/MOBILE NO. | | | | | | | | | | | |

CERTIFICATE

I / We hereby agree to receive the payments due from BHARAT HEAVY ELECTRICALS LIMITED by the National Electronic Funds Transfer and/or RTGS Transfer mode by credit to my / our above mentioned Bank Account. I / We also agree that payments made to the above mentioned Account is a valid discharge of the liability of Bharat Heavy Electricals Limited. I / We also agree to bear the applicable Bank Charges for the above mode of transfer. **A copy of the cheque leaf / cancelled cheque leaf of the above account is sent herewith.**

AUTHORISED SIGNATORY WITH NAME SEAL

Banker's Certification

We confirm that we are enabled for receiving RTGS and NEFT credits and we further confirm that the account number of _____ (name of account holder), the signature of the authorized signatory and the MICR and IFSC codes of our Branch mentioned above are correct.

PLACE:

DATE :

(Manager / Officer's)
Signature Under Bank stamp and Name Seal
With Membership No.
(Telephone / Mobile No.)

Forwarded to Accounts Dept.

We confirm the above details are verified with the records available with us.

Signature of the BHEL Executive with Name Seal (Operating the Contract/Services)

SIGNATURE OF THE APPLICANT

CONTRACTOR

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ACCEPTING OFFICER