



TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

RFQ/NIT HEADER DETAIL

ORGANIZATION NAME	TRICHY, BHEL	RFQ FLOATED UNDER THE	PURCHASE POLICY
RFQ/NIT REFERENCE	2661700190	POLICY	
CODE/ENQUIRY NO		RFQ OWNER/NIT	MR SUBRAMANIAN S(AE1/PUR)
RFQ/NIT TYPE	OPEN TENDER	OFFICER/ENQUIRY OWNER	
NUMBER OF ITEMS ALREADY	1		
ATTACHED			
CURRENCY	INR - INDIAN RUPPE		
DESCRIPTION	COPPER CABLE FOR MPI EQUIPMENT		
DETAILED DESCRIPTION	PROCUREMENT OF COPPER CABLE FOR MPI EQUIPMENTS		
NUMBER OF BID PART(S)	2		

ATTRIBUTE(S)

ATTRIBUTE NAME	ATTRIBUTE VALUE
Delivery at	BHEL STORES TRICHY
Inspection By	BHEL ENGINEERS
Validity of the Offer	PRICE SHOULD BE FIXED AND VALID FOR 120 DAYS FROM THE
Inspection	DATE OF TENDER OPENING
	AT BHEL WORKS TRICHY

DATE-TIME DETAIL(S)

BID START DATE	11 Apr , 2017 3:25:00 PM	BID DUE DATE	3 May , 2017 2:00:00 PM
BID OPEN DATE	3 May , 2017 2:30:00 PM		
(SCHEDULED)			

PRE-BID DISCUSSION DETAILS

PRE-BID DISCUSSION TYPE NOT REQUIRED

ALTERNATE BID DECRYPTOR(S)

USER DETAILS
MR Admin SANJEEVI B (SDGM/PUR)
MR CHANDRAMOHAN D (DGM/PUR)
MR SUBRAMANIAN S (AE1/PUR)

SELLER DETAIL(S)

CODE	ORGANIZATION NAME
023505	TEST (Mr test ot test)

TERM AND CONDITION DETAIL(S) - SPECIAL TERM(S)

SL. NO.	CATEGORY	DESCRIPTION
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TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

1	SPECIAL TERM(S)	SPECIAL TERM(S) IMPORTANT NOTE: GENERAL NOTE: PLEASE SUBMIT YOUR OFFER IN "TWO PART BID SYSTEM" AS PERTHE ANNEXURES ENCLOSED THROUGH E-TENDER ONLY. ENCLOSURES:ANNEXURE COMMERCIAL TERMS AND CONDITIONS MUST BE FILLED ANDSUBMITTED ALONG WITH TECHNO COMMERCIAL BID. OPENING OF TENDERS: The Part I - Technical & commercial bid alone would be opened on theTender opening date. The Part II - Price bid of technically suitable Bidders alone would beopened. The Technically Suitable Bidders would be informed about thePrice Bid opening date through e-mail / EPS. Clarifications if any required by BHEL for Technical evaluation would besought from Bidders before opening of Part II - price bid.For anyclarification the bidders may contact us through dcm@bheltry.co.in /ssm@bheltry.co.in Submit your offer in E-Procurement website only www.bheleps.buyjunction.in. The bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ serviceproviders shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website http://www.bhel.comand shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as itcomes to their notice.
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RFQ/NIT ITEM DETAILS

SL. NO.	CODE	DESCRIPTION	QUANTITY	RFQ/NIT U.O.M	OFFER U.O.M
10		Copper cable for stationary wet MPI machine 16000AmpsUsage: For carrying current upto 16000 Amps.Cable rating 96 sq.mm.Cable Insulation-rubber.Standard length required- 08 metre/cable.Total of 40 cables are required.Standard Copper End connectors shall be provided on both ends of eachcable.Detailed technical specifications for the mpi cables are attached inAnnexure ACOPPER CABLE FOR MPI EQUIPMENT	40.00	NUMBER	NUMBER
	ATTRIBUTE DETAILS	ATTRIBUTE NAME MATERIAL GROUP: KILOGRAM PER UNIT: Cenvatable (Yes / No) Delivery Location Vatable (Yes / No) Delivery Date (i) : Delivery Qty (i) :	ATTRIBUTE VALUE N760 0.0 Yes TAMIL NADU Yes 20-MAY-2017 40		





TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA

IMPORTANT NOTICE

PLEASE READ THE FOLLOWING ATTACHMENT(S) [SEPARATELY DOWNLOADABLE] ALONG WITH THIS RFQ/NIT/ENQUIRY .

RFQ/NIT/ENQUIRY - ATTACHMENTS

LABEL	FILE NAME
ANNEXURE A FOR MPI CABLES	ANNEXURE A FOR MPI CABLES.PDF
COMMERCIAL CONDITIONS	COMMERCIAL CONDITIONS.pdf
e Proc Vendor Communication	e Proc Vendor Communication.pdf





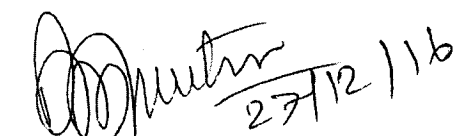
TRICHY, BHEL, TRICHY, POSTAL CODE :620014, TIRUCHIRAPALLI, TAMIL NADU, INDIA



ANNEXURE A
REF PR No. 117200145 DT 27.12.2016
TECHNICAL SPECIFICATIONS FOR PROCUREMENT OF MPI Copper CABLES
FOR STATIONARY 16000A WET MAGNETIC PARTICLE INSPECTION MACHINE

Sl. No.	Particulars	Required Specifications
1.	Area of Application	Copper Cable for Stationary Wet MPI machine, 16000A
2.	Purpose	The 16000A MPI equipment is used to perform conventional Magnetic Particle testing, to detect defects in ferromagnetic jobs, welds or raw materials. The proposed standard copper cables are for the 16000Amps equipment with following technical specifications.
3.	Area of Installation	Installation on wet MPI machine
4.	usage	For carrying current up to 16000Amps for MPI inspection
5.	Cable core specification	Rubber-covered flexible copper cables in standard length of 8 metres with Single core
6.	Cable Rating	96 Sq.mm
7.	Cable Insulation	Rubber
8.	Cable End connectors	Connectors for attaching MPI cables to magnetizing WET MPI equipment & benches
MPI Equipment connector details		
9.	No of output connections	5 connectors at transformer output
10.	No of run per connector	8 cables per output connection
11.	Length / run/cable	8 metre/cable
12.	Total No. of cables (with two end connectors/cable) required	40 numbers
13.	IS reference for cable spec	IS 9857:1990
14.	Warranty	Warranty for one year for all manufacturing defect from the date of receipt of goods at customer end.
15.	Packing and delivery	Packing and delivery of the total cables from manufacturer's place to BHEL, Trichy in safe condition without any damage is under the responsibility of the SUPPLIER.
16.	Safety and Quality Standards	Supplier to ensure that Safety and Quality of cables shall conform to International Standards. Conformance certificate to be provided along with the cables.


 Nikhil.H/Er/NDTL
 27.12.2016


 L.MARIMUTHU/SDGM/NDTL
 27/12/16

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

PART - I

ACCEPTANCE OF COMMERCIAL TERMS AND CONDITIONS BY THE VENDORS.

(This should be essentially filled in and attach with the techno-commercial offer in EPS mode without fail. If this check list is not filled and submitted along with techno-commercial offer (Part I) or if the vendor does not confirm acceptance to the terms and conditions proposed herein, BHEL reserves the right to reject such offers)

CHECK-LIST FOR INDIGENOUS VENDORS

DESCRIPTION
Submit your offer through E-Procurement website only <u>www.bheleps.buyjunction.in.</u> <u>OPENING OF TENDERS:</u> The Part I - Technical & commercial bid alone would be opened on the Tender opening date through EPS. The Part II - Price bid of technically suitable Bidders alone would be opened through EPS. The Technically Suitable Bidders would be informed about the Price Bid opening date through e-mail / EPS. Clarifications if any required by BHEL for Technical evaluation would be sought from Bidders before opening of Part II - price bid. For any clarification the bidders may contact us through ssm@bheltry.co.in / dcm@bheltry.co.in In case of necessity BHEL reserves the right to go for a reverse auction (RA) instead of opening the submitted sealed bid, which will be decided after technical evaluation. Information and general terms and conditions covering RA are given in this Annexure- I (Point no.17).
<u>TAXES AND DUTIES :</u> All Taxes and Duties payable as extra to the quoted price should be specifically stated in offers along with CST & TIN No / Tariff No. etc., failing which the purchaser will not be liable for payment of such Taxes and Duties. Our TIN No. 33243560005, TNGST No. 3560005, CST. No. 239383 Dt. 11-06-1991 & BHEL ECC No. AAACB4146PXM012, Service Tax Reg. No (STC)-AAACB4146PST006. Assessment circle Tiruverambur. Cenvat credit & VAT credit (for Indian Bidders only): If any Excise Duty is payable, the chapter head / sub-head reference and the rate of the duty should be quoted. If the tenderer is availing CENVAT credit for his input materials, the effect of Proforma credit should be passed on to the purchaser <u>Income Tax applicable</u> Any service charges payable towards supervision of E&C, training, performance prove-out etc., will be released after deduction of Income Tax as per Indian Income Tax Act / as per the Govt. of India rules and TDS certificate will be issued by BHEL for such deductions. Applicable service tax on E&C charges will be payable extra. The liability of depositing the same to the Govt. will be of the supplier

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

SL. NO.	<u>BHEL COMMERCIAL TERMS AND CONDITIONS FOR INDIGENOUS SUPPLIES</u>	Vendor's Confirmation / Comments
1	<u>Bid should be submitted in Two Parts.</u> 1. Techno-commercial Bid (Part-I) and 2. Price Bid (Part-II)	
2	<u>ARBITRATION:</u> All disputes or differences whatsoever which may arise at any time during execution of the Contract shall be mutually settled by BHEL and Contractor as per provision of the Contract. However, in the event such disputes cannot be settled mutually, such disputes shall be settled as per the Arbitration and reconciliation Act, 1996 of the Govt. of India and it's subsequent amendments. In case of disputes with the Central PSUs, the same shall be settled at Tiruchirappalli as per the Guidelines of the Govt. of India. However, during the period such disputes are settled either by mutual discussions between the parties or by legal means, Contractor shall continue to do the work as per terms & conditions of Contract.	
3	If offer is received from both OEM/Manufacturer and authorized dealers or Agent, then OEM/Manufacturer offer will only be considered and dealers or Agent offer will be ignored.	
4	Technical confirmation to BHEL's Specification shall be furnished. If needed additional sheets shall be used.	
5	Prices shall be quoted item wise only. Order will be placed to L1 vendor (s) on each individual item basis.	
6	Delivery INCO TERMS- Price quoted - FOR BHEL TRICHY (TN), STORES only Prices shall be quoted on "FIRM PRICE" basis only.	
7	Validity of offer shall be for a minimum period of 120 days from the date of Tender opening	
8	Delivery period from the date of Letter of Intent / Purchase order (write in DAYS/WEEKS)	

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

9	<u>LIQUIDATED DAMAGES:</u> The delivery of the goods specified in the purchase order should be made within the time prescribed. LD for delay in 'Supply' and/or 'E&C' will be applicable to the delays attributed to vendor. LD will be considered separately for 'Delivery' and 'E&C'. Where the seller supplies or dispatches the goods, beyond the delivery period Liquidated damages shall be applicable 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value. ** In case of single delivery date , Order should be completed 100% for processing the bill, otherwise LD will be calculated based on Total PO Value restricted to Max % as mentioned in the PO Condition column Material Despatched after Due date: Once the delivery due date is crossed, bills have to be clubbed till final despatch and forwarded for processing of payment as a single bunch. LD percentage will be calculated from Delivery due date to final despatch date. The rate of LD for delayed E&C shall be @ 0.5% per week of delay of total PO value (Supply + E&C) in E&C subject to a maximum of 10% of total PO value (Supply + E&C). 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. Maximum penalty for delay in Supply and E&C together shall be limited to 15% of total PO value (Supply + E&C). 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). For the purpose of Imposing LD, the Lorry way Bill date shall be considered
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BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

10	<u>Payment term for supply portion:</u> Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials. Note: Only Direct Payment after goods receipt & acceptance will be accepted .Above payment term acceptance is essential for consideration of your offer 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. 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 Stores with Consignee copy attached. In this case Loading will be 3% on the offered value. Offers of indigenous Suppliers with payment terms as <u>LC/Advance Payment are liable for rejection.</u> <u>Important Note:</u> BHEL will consider the ranking after the loading is applied as referred vide Sl. No. 9 &10 above wherever deviations are observed.	
11	<u>Following Risk Purchase clause shall be applicable:</u> The purchaser at his 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 or if the same were not available, the best and the nearest available substitute therefore. The supplier shall be liable for any loss which the Purchaser may sustain by reason of such risk purchases.	
12	<u>Erection / commissioning: (if applicable only)</u> Erection / commissioning charges if any has been mentioned in the offer or else confirmation that Erection / commissioning shall be done at free of cost is available in the offer.	
13	The equipment shall be guaranteed as per tender condition from the date of receipt & acceptance /(commissioning date ,if applicable as per tender condition). Normally No deviation permitted and the <u>deviated offers are liable for rejection.</u>	
14	Equipment will be inspected at vendor's works prior to dispatch if applicable. However final inspection and acceptance of equipment will be after installation at BHEL, Trichy and Tamilnadu.	

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

15	The vendor shall provide necessary drawings, Test Certificates and Operating Maintenance Manuals etc., as called for in the Technical Specification, in the required number of copies at no extra cost.	
16	Any warranty replacement during warranty period shall be supplied free of charge on FOR BHEL, Trichy, Tamilnadu basis.	
17	<u>Reverse Auction (RA):</u> BHEL reserves the right to conduct on-line internet Reverse Auction ie. ONLINE BIDDING (THROUGH A SERVICE PROVIDER) for finalizing the Tender. This decision will be communicated to the technically qualified vendors after technical evaluation. Details / General terms / guidelines for conduct of RA are shown below Vendors are requested to confirm their acceptance for BHEL proceeding with RA route for finalization of the enquiry. - For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate. - BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet. - BHEL will inform the vendor in writing in case of reverse auction, the details of Service Provider to enable them to contact & get trained. - Business rules like event date, time, start price, bid decrement, extensions etc. also will be communicated through service provider for compliance. - Vendors have to fax the Compliance form in the prescribed format (provided by Service provider) before start of Reverse auction. Without this, the vendor will not be eligible to participate in the event. - BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the vendor to enable them to fill-in the price and keep it ready for keying in during the Auction - Reverse auction will be conducted on scheduled date & time. - At the end of Reverse Auction event, the lowest bidder value will be known on the network. - The lowest bidder has to Fax/e-mail the duly signed Filled-in prescribed format as provided on case-to-case basis to BHEL through Service provider within 24 hours of Auction without fail. - Any variation between the on-line bid value and the signed document will be considered as sabotaging the tender process and will invite disqualification of vendor to conduct business with BHEL as per prevailing procedure. - In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price Bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice. - BHEL reserves the right to negotiate if need be, with the "L1" vendor of the Reverse Auction <u>BHEL reserves the right not to consider offers from vendors not complying with the RA process for finalization of the enquiry.</u> - If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines, shall be initiated by BHEL and the results of the RA scrapped/ aborted. In case BHEL decides to go for reverse auction, the H1 bidder(s) (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process.	

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

18	<u>MSME</u> The bidder may also be a Micro and Small Enterprises (MSE) vendor registered as per MSE act. As per the public procurement policy notified by the Central government, 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 L1 + 15%, they will be allowed to supply the portion of the requirement subject to acceptance of L1 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 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 -V where deemed validity of EM II 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. Documents should be notarized or attested by a Gazetted officer for consideration of MSE certificate." <u>KINDLY FILL THE FOLLOWING BOX:</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">MSME Type (Please Tick the type of MSME) or Non-MSME</td> <td style="width: 50%; padding: 5px;">Micro / Small / Medium / Non-MSME</td> </tr> <tr> <td style="padding: 5px;">MSME Certificate no/Date (Details must be given) for MSME vendor. Certificate needs to be attached</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Whether SC/ST (please tick the relevant category) (Community Certificate issued by competent authority shall be attached)</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">If the Firm is SC/ST category, whether Proprietary or Partnership</td> <td style="padding: 5px;">Proprietary / Partnership</td> </tr> <tr> <td style="padding: 5px;">If partnership firm, % share held (Value must be entered)</td> <td style="padding: 5px;"></td> </tr> </table>	MSME Type (Please Tick the type of MSME) or Non-MSME	Micro / Small / Medium / Non-MSME	MSME Certificate no/Date (Details must be given) for MSME vendor. Certificate needs to be attached		Whether SC/ST (please tick the relevant category) (Community Certificate issued by competent authority shall be attached)		If the Firm is SC/ST category, whether Proprietary or Partnership	Proprietary / Partnership	If partnership firm, % share held (Value must be entered)	
MSME Type (Please Tick the type of MSME) or Non-MSME	Micro / Small / Medium / Non-MSME										
MSME Certificate no/Date (Details must be given) for MSME vendor. Certificate needs to be attached											
Whether SC/ST (please tick the relevant category) (Community Certificate issued by competent authority shall be attached)											
If the Firm is SC/ST category, whether Proprietary or Partnership	Proprietary / Partnership										
If partnership firm, % share held (Value must be entered)											

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

<u>OTHER DETAILS REQUIRED</u>		
19	% of Excise Duty with cess (EXTRA / INCLUSIVE / NIL)	
20	% of TAX (VAT) (With Industrial Input Form)	
21	% of TAX (VAT) without form	
22	% of TAX (CST) (with C-form)	
23	% of TAX (CST) (without form)	
24	Packing & Forwarding Charges (in % only)	
25	Freight & transit insurance charges (to be borne by supplier only), if any (in %) Freight charges from Dispatching station to BHEL STORES, TRICHY (TN) ONLY	Freight % Insurance %
26	Approximate Net weight of the total consignment	
27	Approximate Gross weight of the total consignment	
28	Approximate Dimensions of the Consignment	
29	Name of the contact person	
30	Land Line Number	
31	Fax Number	
32	Mobile Number	
33	E-mail ID	
34	PAN No.	
35	CST No.	TIN No.

- a) It is confirmed that all the terms and conditions stipulated in the Enquiry have been fully understood by us and all clarifications & details have been obtained.
- b) Applicable % of ED, Sales Tax -CST or VAT, Service Tax), Freight, Insurance and Installation and Commissioning Charges etc., are indicated in offer.

Full postal Address:

Seal of the vendor

Signature & Office

Note:-

Your specific acceptances to our Arbitration, Payment terms, LD & Risk Purchase (RP) Clause are essential for consideration of your offer. Otherwise your offer is liable for rejection.

No row shall be left blank. Please indicate NA, in case the item is “not applicable”

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

PART - II

MODEL PRICE BID FORMAT FOR INDIAN BIDDERS

Enquiry No. & Date:

Bidder's Offer No. & Date:

Sl N o.	Description of item	Unit (SET/ No)	QTY	Rate /No in Rs. (excluding of all taxes)	VAT/CST in % (CST with C- FORM)	ED in % (extra / inclusive)	Servic e Tax in %	Total Value in Rs. (inclusive of all taxes)
	Packing & Forwarding charges (if any) in percentage (or) Lumpsum							
	FOR Dispatching station value in Rs.							
	Percentage of Freight & transit insurance charges, if any (Lumpsum or %) Freight & Insurance charges from Dispatching station to BHEL, TRICHY, STORES (TN) ONLY							
	Approximate Net weight of the total consignment							
	Approximate Gross weight of the total consignment							
	Approximate Dimensions of the Consignment							

Signature & Seal of Vendor

The price bid should be submitted only as per the above format. No row shall be left blank. Please indicate NA, in case the item is "not applicable"

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

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 for Micro / 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

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

Terms & Conditions of Reverse Auction

Against this enquiry for the subject item/ system with detailed scope of supply as per enquiry specifications, BHEL may resort to "REVERSE AUCTION PROCEDURE" i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

- a. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
- b. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit online sealed bid" in the Reverse Auction. Non-submission of "online sealed bid" by the bidder for any of the eligible items for which techno- commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue
- c. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet
- d. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
- e. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance
- f. Bidders have to fax the Compliance form before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
- g. In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non- compliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction
- h. Reverse auction will be conducted on scheduled date & time
- i. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.

BHARAT HEAVY ELECTRICALS LIMITED TIRUCHIRAPALLI
CAPITAL PURCHASE

Annexure-A

-2-

- j. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, as provided on case-to-case basis to Service provider within two working days of Auction without fail.
- k. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice.
- l. Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the „Business Rules of Reverse Auction“, which will be communicated before the Reverse Auction.
- m. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action *as per extant BHEL guidelines*, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
- n. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
- o. In case BHEL decides to go for reverse auction, the H1 bidder (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process

DSC GUIDELINES:

It should be DSC (Digital Signature Certificate) (**Class 3- SHA2- 2048 BIT-WITH BOTH SIGNING & ENCRYPTION COMPONENT SEPARATELY**)

For Dsc GUIDELINES & steps regarding procurement & further tasks to be done to submit offer as follows:
The Requirement :

1. A PC with Internet connectivity.
2. DSC (Digital Signature Certificate)(**Class 3- SHA2- 2048 BIT-WITH BOTH SIGNING & ENCRYPTION COMPONENT SEPARATELY**)
3. JRE 1.6 must be installed in your system.

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. 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 the DSC Certifying Authority as given below

1 e-Mudhra	http://www.e-Mudhra.com	5 NIC	www.safescrypt.com
2 GNFC	www.ncodesolutions.com	6 Safescrypt	www.safescrypt.com
3 IDRBT	www.idrbtca.org.in	7 TCS	www.tcs-ca.tcs.co.in
4 MTNLTrustline	www.mtnltrustline.com		

(Other)DSC Contact details:

Ms. Solly (M/s. R3 eConsulting Pvt Ltd)

Mobile : 9444841015

Tel Nos. 044 2815 2670 / 72 / 4207 0906

Email : chennai@sgs-ds.com,

soy@saspartners.com

chennai@saspartners.com

We have finalized the e-procurement service Provider as,

M/s m Junction services Limited, Kolkata

Godrej Water Side, 3rd Floor, Tower-1, Plot-V, Block - DP

Sector - V, Salt Lake , Kolkata-700091, West Bengal , INDIA

Please get in touch at below numbers for any issues related to bid submission in EPS.

Sl	NAME	e-Mail ID	Land Ph No	ROLE
1	Mr. P Peter Raj -	'peter.raj@mjunction.in'	09942069052	
2	HELP DESK	eps.customercare@mjunction.in	Landline : 033 – 66106217 / 6013 / 6426 / 6176 / 6046 (From 9:30am to 5:30pm) 033-66106426/6217/6013/6046/6176 9163348283/9163348284/9163348285 /9163348286/8584008116 (From 5:30pm to 8:30pm)	
3	Mr. Harish Kumar Ramu	harish.ramu@mjunction.in	- Cell No 09840704941	
4.	DHANARAJ.P	p.dhanaraj@mjunction.in <u>panneer.dhanaraj@mjunction.in;</u>	(+91) 9500199108, (+91) 9282403700	Customer Relationship Mgr
5	Saumendu Neogi	saumendu.neogi@mjunction.in	(+91) 9163348205	PROJECT MANAGER

6	R. Vishwanathan r.vishwanathan@mjunction.in	(+91) 9163348242	Business Analyst
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After procurement of Digital Certificate kindly follow the process below **for properly login into the BHEL EPS portal.**

1. Please install JRE 1.6 and your Digital Certificates (Class 3) for sign in and encryption.
2. Please install net meeting software like TeamViewer (www.teamviewer.com) for online support.
3. You are required to login to <https://bheleps.buyjunction.in> and click **Sign in**
4. Key in your login code and password and click **Enter**
5. System will ask you to change password,
6. Again login with new password
7. System will show sign in certificate, Select your sign in certificate and click **OK**
8. You will be logged out automatically
9. Contact Buyer for certificate approval
10. After your certificate is approved by Buyer, login again with login code and new password
11. Select Digital certificate
12. On the top right hand margin you will find "**Digital Certificate**" Click on "**Digital Certificate**"
13. Select "**For Encryption**" Radio button if you have **2048** bit certificate. Else you select "**Both**" Radio button if you – have **1024** bit certificate.
14. System will display your encryption certificate, Select the same
15. New window will appear showing thumbprint of certificate, Click "**CLOSE**"
16. Then Click "Exit"

Now follow the steps for submission of the tender.

Go to "**TENDERS**" and then click on then "**VIEW**" button. Than select status as "**OPEN FOR QUOTATION SUBMISSION**" and click on the "**ENTER**" button. This will display all the eligible RFQs and then you can click on the relevant RFQ to view all the RFQ details.

- After clicking on the RFQ you would be able to see the RFQ details.
- To view all the items attached to the RFQ, you can click on "**VIEW ITEMS**" button. By clicking on "**BACK**" you can go back to the RFQ header. Now you need to click on "**Response to RFQ/NIT**".
- You will be landed to the RFQ/NIT details page where you will be able to see the Item details..
- To go back to the RFQ you have to click on the "**BACK TO RFQ**" button.
- To respond to the RFQ you have to click on "**RESPOND TO RFQ/NIT**" button and you will be taken to the Terms And Condition page.
- To participate in the RFQ you have to choose the first option (i.e "**I have understood the RFQ/NIT in full and agree to submit quotation for the same on behalf of my organization**") and click on "**ENTER**" button.
- You will be then taken to the **ADD QUOTATION** page where you have to click on "**ADD QUOTATION**" and fill in the relevant bid details.
- You will be taken to the techno-commercial page where you have to fill the relevant fields.
- To add any techno-commercial documents you have to click on "**ADD ATTACHMENT**" button than you have to click on the "ADD ROW" button.
- Then insert **LABEL** name, **FILE** Name and then attach the required file by clicking on the BROWSE option. Now click on the "**SIGN FILE**" button, now the system will ask for the encryption DSC and after successful verification you have to click on "**ATTACH/DETACH**" button for successful file attachment.
- Then click on "**GO TO HEADER**" button to go back to RFQ Header.
- The system will again ask for the Certificate and after successful verification you will be landed to the techno-commercial page.
- After successful verification of the certificate you have to click on "**SAVE AND GOTO ITEMS**" button to put the basic price for the items.
- Again the system will ask for DSC and you have to select you DSC.
- You have to put the basic price in the basic price column and then Click on the "**SAVE AND GOTO HEADER**" button
- Again the system will ask for DSC and you have to select you DSC.
- To submit the quotation click on "**SUBMIT QUOTATION**" button
- After successful verification of DSC, you can submit your quotation by clicking on the "**CONFIRM**" button.

After successful submission of your quotation the system will show that your quotation has been submitted successfully. You are requested to submit the bid well before the due date to avoid the last minute issues.

Please download the Supplier Manual from the below link

e- Procurement – BHEL TRICHY

Dear Sir/Madam,

BHEL Trichy has implemented e-Procurement and it is going to be the way of working in future.

The Requirement :

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

The following are the benefits of e-Procurement Process.

1. Ensuring no offer is missed due to last minute submission, postal delays etc.
2. Reduced Tendering & ordering cycle time
3. Economical, smoother & speedy communication
4. Greater Transparency
5. Big step towards paperless procurement process, Minimal human error
6. No geographical barriers
7. Vendor gets alerts regarding issue of new tender enquiry, amendments, clarifications etc
8. Submission of offer from the comforts of their office from any location
9. On line clarifications
10. Direct Cost Savings such as reduced Paper costs, reduced printing costs, reduced mailing costs, reduced telephone costs and reduced fax costs.

BHEL has finalized the e-procurement service Provider

M/s m Junction services Limited, Kolkata

Godrej Water Side, 3rd Floor, Tower-1, Plot-V, Block - DP
Sector - V, Salt Lake, Kolkata-700091, West Bengal, INDIA

Please get in touch with them immediately. The contact details of the service provider is given below:

SL	NAME	e-Mail ID	Mobile No	ROLE
1	DHANARAJ.P	panneer.dhanaraj@mjunction.in	(+91) 9500199108	Customer Relationship Mgr.
2	HELP DESK	eps.customercare@mjunction.in	033 – 66106426 / 54 9163348104,9231027017	

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2	GNFC	www.ncodesolutions.com	6	Safescrypt	www.safescrypt.com
3	IDRBT	www.idrbtca.org.in	7	TCS	www.tcs-ca.tcs.co.in
4	MTNLTrustline	www.mtnltrustline.com			

Your early action in this regard is highly solicited.

Regards