



BHARAT HEAVY ELECTRICALS LIMITED

RAMACHANDRAPURAM: HYDERABAD
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OPEN TENDER NOTICE/ No.: M&S/P&C/2016/50 Date-30-08-2016

Sealed tenders are invited in two parts, i.e, (i) Techno-Commercial Offer and (ii) Price Bid, through registered post/ courier/ by hand by **21-09-2016 up to 10:00 AM** from **parties meeting the qualifying requirements** for the under-mentioned work. The party must submit documentary proof of meeting the qualifying requirement as mentioned .

Last date of submission of tender : 21.09.2016 at 10:00 AM
Date of opening of Technical Bid : 21.09.2016 at 2:00 pm
Place of submission of tender Vendor Complex, Administrative Building, BHEL, RC Puam,Hyd

Tender document can be downloaded from our website (www.bhel.com). Tender cost (non-refundable) and EMD to be paid in the form of separate **Demand Drafts** made in favor of **Bharat Heavy Electricals Ltd, Hyderabad** or in form of Cash deposited in Cash Section, BHEL-RC puram, Hyderabad or in form of Pay order. Any request for tender document by post/courier will not be entertained in any case. However Tender document may also be obtained from the office of undersigned on submission of Cash Receipt obtained from Cash Section, BHEL,RC Puram,Hyderabad on deposition of the tender cost, on any working day between 08:00 AM to 03:00 PM till 20.09.16

Name of work	EMD	Compl.Period	Tender Cost
Carrying out Certification audit, Registration, issue of Certificate & surveillance/periodic audit as per requirement of ISO 50001:2011 (Energy Management System)	Rs.10,000/-	36 Months	Rs. 250/- (Non-refundable)

1.	Proofs in support of all should be submitted with the tender otherwise offer is liable to be rejected. The documents in support shall be accompanied with performance certificate issued by the customer on their letter head clearly specifying the address and contact details of customer for verification purpose. (All the documents submitted shall be self-attested and stamped by the party).
2.	Tenderer must submit proofs of Service Tax registration and Income Tax PAN No.

Note:

- i) BHEL reserves the right to accept or reject any/ all application(s) without assigning any reason thereof.
- ii) If any document submitted by tenderer found false at any stage, the tender/ work order will be cancelled immediately and the financial loss to BHEL if any in making alternative arrangement will be recovered from the contractor.
- iii) BHEL will not be responsible for the loss or delay of tenders in transit in any case.
- iv) All further corrigenda, addenda, amendments, time extensions, clarifications & etc. to the tender, if any shall be hosted only at our website.

MANAGER/ M&S – P&C

Relevant details of BHEL Hyderabad for the subject work :

Nature of business activity of unit: Manufacturing of Power Plant Equipment, Heavy Electric equipment/ Machines.

No. of working hours /day: 16 (8 hrs. /shift) and few places 3 shift basis & some process plants are running 24x 7 basis.

No. of working days in a week: 6 (Six)

Scope and boundaries for ISO 50001 certification –

DESIGN, OPERATION & MAINTENANCE OF FACILITIES FOR MANUFACTURE OF TURBINES, COMPRESSORS, GENERATORS, PUMPS, OIL RIGS, PULVERIZERS, HEAT EXCHANGERS, SWITCHGEAR & OTHER POWER PLANT EQUIPMENT AND COMPONENTS

No. of Manpower (Total / Shift) - No. of employees:

Managerial Cadre:	1389
Officer Cadre:	897
worker level:	2456
contract workers:	3380
Total:	<u>8122</u>

Form of Energy being use: Electricity, Furnace oil, LPG, steam & compressed air, Diesel Oil, HFO, etc.

Local language: **Telugu**

Sign and seal of the Bidder

SCOPE OF WORK:

Scope of work carrying out Certification audit, Registration, issue of Certificate & surveillance/periodic audit as per requirement of ISO 5001:2011 (Energy Management System) at BHEL Hyderabad. Details scope of work is as follows.

1. The preliminary audit may be carried out if required by the Auditor to discuss any areas of concern related to the Energy Management system and the audit itself.
2. Carrying out initial system audit (certification audit) in order to verify conformance between the system as documented and its implementation. The certification audit will cover minimum following activities:
 - a. Review of Documents like: System Manual and Procedure manual etc.
 - b. To verify the compliance for effective implementation of the Energy Management system.
 - c. Any other documents, systems, procedures etc. as applicable as per the requirement of proposed ISO system standard.
3. Issue of the Certificate of Conformity, including Registration.
4. Conducting two surveillance audits in an interval of one year from the date of issue of the certificate within 3 of years duration i.e. validity of the ISO certification. The successful bidder will perform the surveillance audits of certified management system according to the periodic audit plan to verify that the system and its implementation is being maintained and improved consciously. Periodical audits are to be performed once a year. Auditor will issue an audit report along with Corrective Action Request upon completion of each periodical audit.
5. The certification activities shall be executed as per dates to be given by BHEL and issue the 'Certificate of Compliance' within four weeks from the date of successful completion of the Initial audit. Auditor will advise BHEL for intimation towards the certification audit well in advance with at least one- two week advance intimation.
6. Initial system audits & surveillance system audits are to be planned and performed by a qualified lead auditor & If necessary he may be assisted by one or more auditors. In case of a periodical audit, the lead auditor may appoint an auditor to execute the audit on his own, under the supervision of the lead auditor. The audit team shall be composed in such a way that the necessary expertise is available in the team to cover the specific line of business of the Auditee.

Sign and seal of the Bidder

Special Conditions:

1. **Audit and audit duration shall be in accordance with ISO 50003:2014. Bidder has to estimate audit duration as per ISO 50003. Any data required for the audit duration estimation shall be provided.**
2. **Following facilities shall be provided by BHEL:-**
 - ✚ Working lunch for the consultant team.
 - ✚ Hall , Projector etc. for audit program if required.
3. All expenses towards mobilization at site work force/travel expenses etc. shall be deemed to be included in the prices quoted and no separate payment on account of such expenses shall be entertained.
4. The certifying agency team working in the plant premises shall have to maintain and observe safety instructions/general safety rules and security requirements.
5. The team for certification auditors must include certified auditors.
6. Start of work shall be the date (preferably Monday) within 15 days from the date of placement of work order.

Sign and seal of the Bidder

Prequalification:

S. No	Prequalification criteria	Bidder to confirm
1.	Only those bidders/certifying agency shall quote who are accredited with NABCB/UKAS/ANAB/DAKKS or accredited by any other recognized national/international accreditation body. Bidder has to submit proof of accreditation with technical bid.	
2.	Only those Bidders shall quote who have provided Certification (Auditor) services for ISO 50001 (EnMS) and has successfully issued ISO 50001 certification for any two organizations. The bidder has to submit copies of P.O./LOI and ISO 50001 certificate issued as proof.	

Note: Bidder has to submit above information along with techno commercial bid and also proof of above with all relevant documents. Bidder not submitting the above information is liable to be technically disqualified and no correspondence will be done after opening of techno commercial offer.

Payment Terms

1. The payment will be made as per below on submission of invoice to BHEL, duly certified by the engineer in charge. Service tax shall be paid only when relevant bill/invoice bearing service tax registration no. along with the receipt/challan copy of deposition of service tax is submitted.

S.No	Payment Terms	Bidder to Confirm
1.	Payment of 1st year certification including stage 1 & stage 2 audit cost of registration & issuance of certification shall be released after carrying out the final certification audit on Submission of Accredited ISO: 50001 Certificate.	
2.	Payment for 2nd year cost of certification shall be released after completion of first surveillance audit & submission of audit report.	
3.	Payment for 3rd year cost of certification shall be released after completion of second surveillance audit & submission of audit report.	

Sign and seal of the Bidder

ABSTRACT OF TENDERER DETAILS

SUBJECT: **Carrying out Certification Audit, Registration, Issue of Certificate & Surveillance/Periodic Audit as per requirement of ISO 50001:2011 (EnMs)**

TENDER NOTICE No : **M&S/P&C/2016/50 dt.30.08.2016**

Sl.	Description	Enclosure details
1	Vendor/Firm details:	
2	Name of the contact person:	
3	Mobile No.	
4	E-mail id:	
5	Document cost: Rs.250=00	(DD in favour of "BHEL Hyderabad" to be enclosed)
6	EMD:Rs.10000=00	(DD in favour of "BHEL Hyderabad" to be enclosed)
7	Experience details	(copy to be enclosed)
12	Service Tax Registration Certificate in case of Turnover crosses Rs.10.0 Lakhs per annum	Regn.No. (copy to be enclosed)
13	PAN details	Regn.No. (copy to be enclosed)
14	Vendor code (In case of BHEL vendors)	

Important Note:(1) All documents and EMD/Doc.cost to be submitted along with Annexure I,II,III in one Sealed cover (2) Price bid (Annexure IV) only to be submitted in separate cover.Vendor should sign/Stamp on all pages.

Signature of the contractor

**BHARAT HEAVY ELECTRICAL LIMITED
RAMACHANDRAPURAM :: HYDERABAD
M&S – P&C**

Tender Document (Price Bid - Part B)

Sub:- Carrying out Certification audit, Registration, issue of Certificate & Surveillance/periodic audit as per requirement of ISO 50001:2011 (Energy Management System)

Tender Notice No. M&S/P&C/2016/50 dt.30.08.16

Tender Close on 21.09.2016 at 10.00 Hrs

Tender Open on 21.09.2016 at 13.30 hrs

S.No	Description	Amount RS. (Lump sum)
1.	Ist year certification including stage 1 & stage 2 audit , cost of registration (application/certificate fee) & issuance of certification.	
2.	2nd year cost of certification (1 st annual surveillance audit).	
3.	3 rd year cost of certification (2 nd annual surveillance audit).	
	Total	
	Service Tax	
	Grand Total	

Note: L1 will be based on total value of the quotation only.

Sign and seal of the Bidder