

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt.of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES

☎: (0431) 2575010/ 2575123 e-mail: umadsankar@bheltry.co.in



ISO 9001

ENQ No: 9251800007

Dt. 06.02.2018

NOTICE INVITING TENDER

SUB: On – Site Calibration of Energy Meters Available in BHEL High Pressure Boiler Plant.

Ref: Enquiry no: 9251800007/ Dated: 06/02/2018; Due Dt: 28/02/2018

Tender of the following work should be submitted in a sealed cover consisting of three inner sealed covers such as 1) EMD cover, 2) Technical bid cover & 3) Price bid cover, all super- scribing the name of work, enquiry number etc.

- 1) EMD cover shall contain requisite **EMD of Rs. 3,528/-** & Payment of EMD must be in e-Collect mode only. Tender without EMD will be summarily rejected and the Technical bid & price bid shall not be considered.
- 2) Technical bid cover shall contain duly filled in Technical 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.
- 3) One set of unpriced bid of Contract Work Schedule duly signed by the tenderer for accepting the work content (BOM) should be submitted along with the Technical bid for technical evaluation.
- 4) 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 rates for all the items given in the Bill of Quantities in price bid.

The complete Technical bid and price bid along with requisite **EMD of Rs 3,528/-** shall reach the office of the undersigned on or **28/02/2018 at 14.00 Hrs.**

MSE suppliers can avail EMD Waiver 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). Tenders without EMD/MSME proof as detailed above will be summarily rejected.

Sign & Seal of Contractor

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The Technical bid will be opened on the same day at **14.30 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 shall be intimated only to the bidders those who have qualified after evaluation of the Technical bid. You / Your authorized representative may participate in the tender opening.

Clarification if any can be obtained from the undersigned.

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

Thanking you,

Yours faithfully,

For Bharat Heavy Electricals Limited,
Engineer/ Contracts
Maintenance & Services

Encl:

1) NIT – Notice Inviting tender (Consists of Preamble, Technical Bid & Price Bid)

Tender should be addressed to:

**THE ENGINEER,
MAINTENANCE & SERVICES / CONTRACTS,
2&4 BUILDING, BHARAT HEAVY ELECTRICALS LIMITED,
HIGH PRESSURE BOILER PLANT,
TIRUCHIRAPPALLI - 620014,
TAMILNADU**

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NOTICE INVITING TENDER

01.	Name of work	On – Site Calibration of Energy Meters Available in BHEL High Pressure Boiler Plant
02.	Earnest Money Deposit	Rs 3,528 /-
03.	Duration of the contract	4 Months from WO Date
04.	Last Date for Receipt of Tender	14.00 Hrs. on 28/02/2018
05.	Date of Technical Bid Opening	14.30 Hrs. on 28/02/2018
05.	Date of Price Bid Opening	Will be intimated to those who are Qualified separately.
07.	Guarantee Period	Not applicable

The Tender documents can be down loaded from BHEL website (www.bhel.com) / govt. website (www.tenders.gov.in) at free of cost.

Tender document contains 11 **Pages (Technical Bid - 10 Pages, Schedule for price bid – 1 page).**

ISSUING OFFICER

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ENQ No: 9251800007

TECHNICAL BID

NAME OF THE WORK: On – Site Calibration of Energy Meters Available in BHEL High Pressure Boiler Plant.

Ref: Enquiry no: 9251800007/ Dated: 06/02/2018; Due Dt: 28/02/2018

PRE-QUALIFICATION CRITERIA

The following eligibility criteria shall be complied to fulfill the Technical bid:-

Sl. No	Description	Vendor to confirm
1	Only those vendors who have carried out Calibration and Testing of energy meters should quote. Work order copies pertaining to the same shall be attached with the offer.	
2	List of Organizations/ Companies where Calibration & Testing of Energy Meters have been carried out shall be enclosed along with the offer.	
3	The master equipment used for calibration of BHEL meters shall be traceable to national/ international standards. Copy of the same shall be submitted with the offer.	
4	Performance certificate from minimum one organization where the calibration work done in the past three years shall be attached with the offer.	
5	Name and contact details like E-mail, Phone number, Fax no, etc. of the customer / company where the contract is executed. Bidder to confirm	
6	BHEL may verify the information provided by vendor. In case the information provided by vendor is found to be false / incorrect, the offer shall be rejected. Bidder to confirm.	
7	(i) BHEL Vendor code (if applicable) - (ii) PAN Number (Copy to be Enclosed) - (iii) GSTN registration Number (Copy to be Enclosed) - (iv) Mobile number (Which is linked to GSTN registration Number) - (v) Email id (Which is linked to GSTN registration Number) – (vi) SAC/HSN Code - Offer will be entertained only if the vendor submit the details as above & has a valid GST registration no. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer. Otherwise the offer shall be rejected.	
8	Acceptance for Scope of Work as per the Enquiry.	
9	Acceptance for All Terms & Conditions as per the Enquiry.	
10	The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultans/service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website http://www.bhel.com and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice	

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SCOPE OF WORK:

ITEM NO.	SCOPE OF WORK	UOM	QTY
10	<p>On-site calibration of energy/ multi-function meters in BHEL Trichy:</p> <p>SCOPE OF WORK:</p> <p>i. Removing the energy/ multi-function meters from the panel upon duly shorting the CT terminals and insulating the potential terminals.</p> <p>ii. Testing and calibration of Energy Meters as per the following conditions:</p> <p>a. Three Phase Kit shall be used for testing and calibrating the Energy Meters.</p> <p>b. The meters shall be tested with 10%, 25%, 50% & 100% load at Unity and 0.8 lag Power Factor.</p> <p>iii. Upon completing the calibration work, the meter shall be connected back to the circuit. The CT and potential terminals shall be reconnected to the meter.</p> <p>iv. Stickers shall be provided for each meters indicating the calibration date, the next due date for calibration and the calibrating company name.</p> <p>v. Issuing of calibration certificate for the meters which are calibrated in the contract.</p> <p>vi. After completion of the Testing and Calibration of the Meters, a detailed Report in duplicate shall be submitted along with the comments/ suggestions/ inference.</p> <p>GENERAL CONDITIONS:</p> <p>1. All necessary Test/ master kits and other tools required for the completion of works are under contractor scope. Necessary calibration certificate for the primary equipment accuracy with due validity shall be submitted before starting the work.</p> <p>2. The accuracy of the meters under calibration are ranging from 0.5 to 2.</p> <p>3. The energy meters are installed in various places of HPBP Unit-I and Unit – II. The meters shall be set to the original condition after the completion of calibration work.</p> <p>4. The bidder is advised to visit and examine the Site to understand the nature of work and obtain required information that may be necessary to prepare the bid. The costs of visiting the Site shall be at the bidders own expense.</p> <p>5. The rates quoted shall be firm and inclusive of Transportation of Testing Equipment, Labour, Incidentals, Testing Tools, Food, Accommodation and Transport to the Officials etc. complete. The meters shall be calibrated at BHEL Trichy.</p> <p>6. Staff involved in the work shall be covered under necessary ESI/ PF as applicable and any other statutory requirements.</p>	No.	420

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	<p>7. Minor repairs if any shall be done for ensuring the normal operation of equipment under calibration.</p> <p>8. Makes and location wise break-up of the meters to be calibrated is given in Table-I.</p> <p>9. Sample format of the calibration certificate shall be enclosed by the bidder.</p> <p>10. The multi-function meters are capable of showing many parameters like voltage, current, power, frequency, energy, power factor, etc.</p> <p>11. The accuracy of reference masters used for calibration shall be as mentioned in IS: 15707-2006.</p> <p>12. The Calibration certificate should incorporate all the below mentioned details:</p> <ul style="list-style-type: none">i. The Name and unique sl.no of the BHEL's instrument.ii. Date of Calibration and Due date for Next Calibrationiii. Name and address of the customer has to be mentioned in the certificate as "M/s.BHEL, M&S Department, Trichy-14"iv. The details of the reference masters used for calibration like Sl. No, Range, Standard Value for measurement, Accuracy etc.v. Details of Traceability for the reference master instruments.vi. Standards/ Procedure followed for calibration.vii. NABL Logo shall be affixed on the certificate <p>8. Area wise break-up of the energy meters is given below:</p> <p>Substations----210 Nos Building 1-----34 Nos DSPS-----35 Nos Building 50----58 Nos Building 5-----21 Nos Building 6-----27 Nos Gas Plant-----35 Nos</p> <p>Total-----420 Nos.</p>		
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GENERAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) The workmen of contractor should be covered under PF/ESI, etc as per labour laws.
- 2) Safety precautions have to be ensured by the Contractor Depending on the work nature. Necessary work permit system and personal protective equipments (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt etc. as applicable to Mechanical works should be adhered while carrying out the work.
- 3) PPES for appropriate trade job has to be ensured by the contractor at the job site at all times.
- 4) The contractors may visit the area to assess the quantum of work before quoting.
- 5) The contractor should mention the point to point confirmation.
- 6) Contractor should commit for Terms and Conditions of the enquiry otherwise the offer shall be liable for rejection.
- 7) **TWO PART BID SYSTEM:** Contractor should send their offer for two part bid system as below
- 8) Contractor may visit to get acquaintance with quantum of day to day work by visiting BHEL Trichy premises before quoting.
- 9) The contractor should quote the exact time required to complete the work in their offer.

TENDERING CONDITIONS:

- a) The Bidders shall submit the offer in TWO PART BID SYSTEM (Part -I & II) along with EMD as indicated below which shall be sealed in ONE OUTER ENVELOPE.
- b) Envelope I- This sealed envelope should contain all the copies of technical bid together with un-priced commercial bid. This envelope should be clearly marked "Part I - Technical and commercial bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder. Envelope I should contain sealed EMD cover indicating the enquiry detail.
- c) Envelope II - This sealed envelope should contain price details. This envelope should be clearly marked as - "Part -II Price bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- d) Envelope III - This sealed envelope should contain requisite **EMD**. This envelope should be clearly marked as - "EMD COVER", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- e) All the three envelopes shall be put in one cover, duly sealed, super scribing as offer for Enquiry No., and due date of opening, Name of the work and the address and reference of the Bidder.
- f) The offer should reach this office on or before the due date by 14.00 Hrs. (IST). Late offers will not be considered.
- g) Tenderers should be free from CORRECTION AND ERASURES, Corrections if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.

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h) Tender should not be addressed to any Individual's name but only by designation to:

THE ENGINEER
MAINTENANCE & SERVICES / CONTRACTS,
2&4 BUILDING,
BHARAT HEAVY ELECTRICALS LIMITED,
HIGH PRESSURE BOILER PLANT,
TIRUCHIRAPALLI - 620 014.
TAMIL NADU, INDIA.

i) Offers should be in ENGLISH and accompanied by detailed Point to point confirmation of the scope of work.

OPENING OF TENDERS:

- The Part I - Technical & un-priced commercial bid and EMD Cover alone would be opened on the Tender opening date (as mentioned in the enquiry) by 14.30Hrs(IST)
- The Part II - Price bid of technically suitable Bidders alone would be opened. The Technically Suitable Bidders would be informed about the Price bid opening date.
- Clarifications if any required by BHEL for Technical evaluation would be sought from Bidders before opening of Part II - price bid.

GST:

- Response to Tenders for Contractor will be entertained only if the vendor has a valid GST registration no which should be clearly mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer.
- Contractor shall mention their GSTN registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain Invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no, commercial invoice no etc., then the Invoice No which is linked/uploaded in GSTN network shall be clearly indicated), item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, etc.
- All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC code (Services Accounting Code).

LD CLAUSE:

If the contractor fails to complete the work as per terms & conditions of the order within the delivery schedule, 0.5% of the order value will be deducted for each week of delay or part thereof subject to a maximum of 10% of the total contract value.

IMPORTANT NOTE: BHEL reserves the right to short close this AMC with one month advance notice due to administrative reasons. BHEL's decision in this regard is final. Under such circumstances payment will be made for actual number of cleanings carried out up to the period.

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COMMERCIAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) 100% payment will be made for the completed jobs against the contractor's bills/ Invoice in four copies.
- 2) Attendance register should be maintained.
- 3) **Payment of EMD & SD must be in e-Collect mode only, while making such payment, Enquiry number may be mentioned in Remark column. Offers without EMD shall be liable for rejection.**
Procedure to remit money to BHEL Trichy's Account :
Login to : <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=574693>
 - a) Select State Bank Collect available on the top (pre login page)
 - b) Accept the terms and conditions and click "PROCEED"
 - c) Select State "TAMILNADU "and Institution type "INDUSTRY ".
 - d) Select "BHEL TRICHY under "INDUSTRY".
 - e) In the next page, Select APPROPRIATE category, fill details correctly & click "SUBMIT".
 - f) If all details entered are correctly populated, click "CONFIRM "to proceed.
 - g) 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).
 - h) SAVE & Keep the copy of receipt for future reference.
- 3) Security Deposit shall be furnished by the successful vendor to the total contract value before starting the work. The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit. SD is forfeited in case of any failure in execution of the contract or due to any shortcomings observed in the documentation furnished earlier for getting qualified or in case the Contractor is banned.
- 4) An additional payment as per circular ref. BHE/HR/W/EW/08.04.2014 is to be paid to the contract workmen as below, over and above the minimum wages prescribed by the government of Tamil Nadu:

Unskilled	-	Rs.3200/-
Semiskilled	-	Rs.3700/-
Skilled	-	Rs.4100/-
- 5) Bonus @ 8.33 % to workmen to be paid.
- 6) **Rate should be quoted as per price bid.**
- 7) The rate that is offered should be comprehensive and no separate charges will be made towards expenses like travel, boarding and lodging.
- 8) The contractor should quote the validity of the offer.
- 9) If two or more vendors offer the same rate, negotiation will be conducted separately.
- 10) The contractor should remit the salary/wages for their workmen only through Bank. Monthly clearance will be given in respect of all contractors, if only the salary/ wages to the workmen has been remitted through the bank account of the contract workmen. The relevant Bank statement/proof for Bank payment should be produced along with PF and ESI challans to Welfare Section every month.

Sign & Seal of Contractor

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)) _____ dt. _____, 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):

₹ _____ 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):

₹ _____ Lacs

(Strike off whichever is not applicable)

The above investment of ₹ _____ Lacs is within permissible limit of ₹ _____ 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

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Dt.06.02.2018

SCHEDULE FOR PRICE BID

SUB: On – Site Calibration of Energy Meters Available in BHEL High Pressure Boiler Plant.

Ref: Enquiry no: 9251800007/ Dated: 06/02/2018; Due Dt: 28/02/2018

ITEM NO.	SCOPE OF WORK	UOM	QTY	RATE	TOTAL
10/10	Calibration of Energy Meters	NO	420		

NOTE: Please quote rate for the above item text with reference from detailed text of Scope of work.

- Taxes if any should be quoted extra.

- 1). 100% payment will be made for the completed jobs against the contractor's bills /Invoice in four copies.
- 2). Tax deduction will be made from every bill at the prevailing rate as per the Government rule and regulation from timeto time.
- 3). Detailed scope of work and other terms and conditions are specified in the Technical Bid of the Tender.

Sign & Seal of Contractor