

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@bhel.in



ISO 9001

ENQ No: 9251900028

Dt.25.04.2019

NOTICE INVITING TENDER

SUB: Engaging IRCA approved training agency for ISO 50001:2018 transition- reg.

Ref: Enquiry No.: 9251900028/ Dated: 25/04/2019; Due Dt: 17/05/2019

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

- 1) 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.
- 2) One set of unpriced bid of Contract Work duly signed by the tenderer for accepting the work content should be submitted along with the Technical bid for technical evaluation.
- 3) 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 pricebid.
- 4) The complete Technical bid and price shall reach the office of the undersigned on or **17/05/2019 at 14.00 Hrs.** The Technical bid will be opened on the same day at **14.30 hrs.**
- 5) 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.

Tender should be addressed to:

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

Sign & Seal of Contractor

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01.	Name of work	Engaging IRCA approved training agency for ISO 50001:2018 transition- reg.
02.	Earnest Money Deposit	Nil
03.	Duration of the contract	6 Months
04.	Last Date for Receipt of Tender	14.00 Hrs. on 17/05/2019
05.	Date of Technical Bid Opening	14.30 Hrs. on 17/05/2019
06.	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) / Government's Central Public Procurement Portal (<https://eprocure.gov.in>) at free of cost. Tender document contains 11 Pages (Technical Bid -10 Pages, Schedule for price bid – 1 Pages).

Clarification if any can be obtained from Engineer/ Contracts/ M&S.

Encl:1) NIT – Notice Inviting tender (Consists of Preamble, Technical Bid & price bid)

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TECHNICAL BID

NAME OF THE WORK: Engaging IRCA approved training agency for ISO 50001:2018 transition- reg.

Ref: Enquiry No.: 9251900028/ Dated: 25/04/2019; Due Dt: 17/05/2019

PRE-QUALIFICATION CRITERIA:

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

Sl. No	Description	Vendor to confirm
1	Only those Bidder(s)/Training provider(s) shall quote, who are IRCA certified for conducting ISO 50001:2018 Auditor Transition Training Course. Bidder has to submit proof for supporting the above along with technical bid	
2	Only those Bidder(s)/Training provider(s) shall quote, who have successfully organized and conducted at least one "Training programme for minimum 10 participants" with respect any ISO standard in the past Five years . The bidder has to submit copies of P.O/LOI/DOCUMENTS supporting the above along with technical bid.	
3	BHEL reserves the right to verify the information provided by vendor. In case the information provided by vendor is found to be false/incorrect, the offer shall be rejected.	
4	(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 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.	
5	Acceptance for Scope of Work as per the Enquiry.	
6	Acceptance for All Terms & Conditions as per the Enquiry.	
7	The bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/ 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 the work:

ITEM NO.	Scope of the work	UOM	QTY
10/10	<p>ISO50001:2018AUDITOR TRANSITION TRAINING: IN HOUSE, ISO 50001:2018 - ENERGY MANAGEMENT SYSTEM AUDITOR TRANSITION PROGRAM:</p> <p>Vendor shall provide IRCA certified Auditor Transition Course on ISO 50001:2018 - Energy management system for Energy management team members in BHEL, Trichy premises. Venue: HRDC Training Hall at BHEL, Trichy No of delegates to be trained = 60 (in batches)</p> <p>Detailed scope of work: Brief Requirement:</p> <ul style="list-style-type: none"> • Vendor shall provide IRCA certified Auditor Transition Course on ISO 50001:2018 – Energy management system for Energy management team members in BHEL, Trichy premises. • No of delegates to be trained = 60 (in batches) • Vendor shall indicate training duration in man-days and maximum delegates allowed per batch. (Training duration - 2 days preferably) <p>Course Content:</p> <ul style="list-style-type: none"> • Provide knowledge relating to the adoption of EnMS requirements with respect to ISO 50001:2018 transition • Discuss and Identify the main terms and definitions in ISO 50001:2018 which differ from ISO 50001:2011 • Communicate energy specific requirements in ISO 50001:2018 that differ from ISO 50001:2011 • Understanding all the clauses, effective implementation, special emphasize on Energy Planning, Energy Baselines, EnPIs, Objective, Targets & Action Plan. • Interpret the requirements of ISO 50001:2018 from implementation and auditing perspective • Develop skills to conduct Internal Audit as per ISO 50001:2018 standards requirements and Establish that the scope and criteria for an audit as appropriate • Understanding ISO 50001:2018 informative annexes, which are giving guidance on how to implement the above requirements <p>Training venue:</p> <ul style="list-style-type: none"> • The Training Classes shall be conducted at HRDC Training Hall at BHEL, Trichy which is well equipped with projector, audio- video facility • Lunch and refreshments will be provided at the training venue by BHEL, Trichy <p>Course material:</p> <ul style="list-style-type: none"> • Trainer shall provide one set of Training Materials to BHEL for further multiplication of the same to the participants. 	AU	1

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	<ul style="list-style-type: none">• All stationary required (including pads, pens etc, Conference Hall, LCD Projector) for conducting the training shall be in scope of BHEL <p>Certificate:</p> <ul style="list-style-type: none">• The training agency shall issue IRCA Accredited course completion certificate to the participants on successful completion of the course. <p>General Conditions:</p> <ul style="list-style-type: none">• The number of Energy Management Team members to be trained is 60 (sixty) in batches.• Boarding & Lodging Local Conveyance: Boarding, Lodging & Local conveyance facility within Trichy shall be provided by BHEL free of cost.• Accommodation & food for trainers will be provided in BHEL, Trichy Guest house• Quotation submitted by the training agency shall be comprehensive and shall cover the charges for the scope of work given + the logistics (travel expenditure up to Trichy) + one set of course material + certificate for 60 participants, excluding Boarding & Lodging Local Conveyance.• No Price Variation: The final lowest rate shall be remain unchanged throughout the contract period.		
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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 labor laws.
- 2) Safety precautions have to be ensured by the Contractor Depending on the work nature. Necessary work permit system and personal protective equipment (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) 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.
- 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) All the two 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.
- e) The offer should reach this office on or before the due date by 14.00 Hrs. (IST). Late offers will not be considered.
- f) 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.
- g) Offers should be in ENGLISH and accompanied by detailed Point to point confirmation of the scope of work.
- 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, TAMIL NADU - 620 014.

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OPENING OF TENDERS:

- a) The Part I - Technical & un-priced commercial bid alone would be opened on the Tender opening date (as mentioned in the enquiry) by 14.30Hrs(IST)
- b) 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.
- c) Clarifications if any required by BHEL for Technical evaluation would be sought from Bidders before opening of Part II - price bid.

GST:

1. 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.
2. 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.
3. 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.

RISK PURCHASE:

In the event of any successful Tenderer's failure to fulfil any of the Tender / Contract obligations as per Contract / Agreement BHEL may entrust the job to alternate source and get it completed to meet BHEL requirement and additional expenditure, if any, including consequential cost, will be fully recovered from the Tenderer Contractor who failed to complete the job in line with Contract.

The decision of BHEL with regard to the actual losses / consequential expenditures incurred by BHEL shall be final and binding on the Tenderer / Contractor.

INDEMNITY:

The Contractor shall have to indemnify BHEL against all claims for injury or damage to any person or property caused by his negligence or negligence of his employees whilst in BHEL premises / sites.

IMPORTANT NOTE: BHEL reserves the right to short close this work 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 on pro rata basis for the service rendered out up to the period.

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COMMERCIAL TERMS AND CONDITIONS FOR M&S CONTRACTS

- 1) 100% payment will be made after completion of work on pro rata basis on submission of invoice in triplicate duly certified by Area In – charge.
- 2) 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/-
- 3) Bonus @ 8.33 % to workmen to be paid.
- 4) **Rate should be quoted ass per price bid.**
- 5) The rate that is offered should be comprehensive and no separate charges will be made towards expenses like travel, boarding and lodging.
- 6) The contractor should quote the validity of the offer.
- 7) 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 challan to Welfare Section every month.
- 8) Evaluation will be on overall L1 for all items as per price bid template. In case of tie in L1, revised bid(less than or equal to old price) will be obtained. If still tie exist L1 bidder will be chosen by draw of Lot.

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Dt.25.04.2019

(No deviation certificate)

Note: The following Declaration to be attached along with your Technical bid of the tender.

NAME OF THE WORK: Engaging IRCA approved training agency for ISO 50001:2018 transition.

Ref: Enquiry No.: 9251900028/ Dated: 25/04/2019; Due Dt: 17/05/2019

We M/s. do hereby declare that we do not have any deviations to the tender terms and conditions as per

1. Technical Bid - Pre Qualifying Criteria
2. Scope of Work & Terms and Conditions
3. General Terms and Conditions For M&S Contracts
4. Commercial Terms and Conditions For M&S Contracts

We have read and clearly understood all the Terms and conditions in Tender Schedule of Enquiry No: **9251900028 / 25.04.2019** and accordingly we accept the same without any Deviation what so ever.

We unconditionally agree to all the tender conditions and no new conditions are imposed by us in the technical / price bid. I understand in the event of imposing any condition in the technical / price bid, such condition would be ignored by BHEL and only the prices will be considered for the purpose of evaluation.

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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SCHEDULE FOR PRICE BID

SUB: Engaging IRCA approved training agency for ISO 50001:2018 transition- reg

Ref: Enquiry No.: 9251900028/ Dated: 25/04/2019; Due Dt: 17/05/2019

ITEM NO.	Description	UOM	QTY	RATE (LUMPSUM AMOUNT (Excluding GST) "ONLY" TO BE QUOTED BY THE BIDDER)	
				In Figures	In Words
10/10	IN HOUSE, ISO 50001:2018 – ENERGY MANAGEMENT SYSTEM AUDITOR TRANSITION PROGRAM Venue: HRDC Training Hall at BHEL, Trichy No of delegates to be trained = 60 (in batches)	AU	1		

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 after completion of work on pro rata basis on submission of invoice in triplicate duly certified by Area In – charge.
- 2) Tax deduction will be made from every bill at the prevailing rate as per the Government rule and regulation from time to time.
- 3) Detailed scope of work and other terms and conditions are specified in the Technical Bid of the Tender.
- 4) The rate quoted shall remain firm and valid throughout the entire Contract period and no extra payment will be reimbursed to the contractor by BHEL. Any increase of DA/ wages to the contract labor shall be absorbed by the contractor themselves during the period of contract.
- 5) Quotation submitted by the training agency shall be comprehensive and shall cover the charges for the scope of work given + the logistics (travel expenditure up to Trichy) + one set of course material + certificate for 60 participants, excluding Boarding & Lodging Local Conveyance.

Sign & Seal of Contractor