

BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI 620014
HRM - CANTEENS

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Ref - BHE:HRM:CANT:WF:2019-21  
To

Date:23/04/2019

Sir,

**SUB: TENDER FOR COLLECTION & DISPOSAL OF WASTE FOOD FROM  
BHEL CANTEENS & PERIPHERAL DINING HALLS FOR TWO YEAR.**

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Tender is invited for the collection and disposal of waste food daily other than Sundays and Holidays from Canteens 18,19,24,58 and peripheral Dining Halls (SSTP, Unit-II, MHD, CCDP, WRI, R&D, RPS, Building 79, HRDC, Medical & Civil Township) of BHEL from 15/06/2019 to 14/06/2021.

Tenderers are advised to take note of the tender terms and conditions and to submit the bids in two parts namely technical bid and price bid in vendor letter head as per the model format enclosed and the same to reach THE TENDER OPENING CELL/MM, ROOM NO - 26, BUILDING - 24, GROUND FLOOR, BHARAT HEAVY ELECTRICALS LIMITED, TIRUCHY- 620014. on or before 16/05/2019 along with EMD by 10:30 Hrs and the technical bid will be opened on 16/05/2019 by 11:00 Hrs.

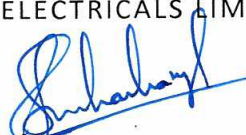
While sending the quotation, you have to enclose the Demand Draft for the value of Rs. 13400/- drawn in favour of **The Secretary, BHEL Factory Canteen payable at The State Bank of India, HE, Kailasapuram Branch (Code No.1363), Tiruchy -14** towards EMD in Technical Bid. Also after contract awarded, you have to provide 5% of the contract amount in advance as Security Deposit. Offers without EMD will be rejected. **Tenderers works place must be within the radius of 150 Km from BHEL, Trichy and which will be calculated using maps.google.com (Least distance will be taken for calculating the distance).**

The Technical bid will be opened on 16/05/2019 at 11:00 Hrs in the presence of all tenderers who have responded to the tender and opt for witness. Price bid will be opened for the vendors qualified in technical bid and Price bid opening will be intimated later.

Before quoting you are requested to go through carefully the enclosed General and special terms and conditions of contracts along with the tender document. **Kindly offer your most competitive and highest rate per month. BHEL will place the order on H1 party.** The rate quoted shall be valid up to 14/06/2021.

Thanking you,

Yours faithfully,  
For BHARAT HEAVY ELECTRICALS LIMITED,



Sr.Executive (HR - IR & cant. Proc)

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**S. SREE HARIHARA VIONESH**  
Sr. Executive (HR - IR & Cant. Proc)  
Bharat Heavy Electricals Limited  
Tiruchirappalli - 620 014.

**GENERAL AND SPECIAL TERMS & CONDITIONS**

1. Against tender floated inviting bids for the collection of Wastefood from 15/06/2019 to 14/06/2021, Tender should be submitted in two parts viz., a) technical bid and b) price bid in separate covers sealed with wax only, super scribed with suitable on the top of wax sealed cover as "TENDER FOR WASTE FOOD COLLECTION- 2019-21" and sent through Registered Post / Speed Post / Courier also in person to reach The Tender Opening Cell, Room No: 26, Building – 24, Ground Floor, Bharat Heavy Electricals Limited, Tiruchy-14
2. Waste Food to be collected from Canteens 18,19,24,58 and peripheral Dining Halls (SSTP,Unit-II, MHD, CCDP, WRI, R&D, RPS, Building 79, HRDC, Medical & Civil Township) on daily basis except Holidays & Sundays. Waste Food available in Peripheral Dining Halls shall be collected and stored in any one of the Inside Factory Canteens on daily basis.
3. Tender shall be submitted on the scheduled date and time in the letter head of the firm/company strictly as per the model format given by us and should affix their official seal and signature of authorised person. The subject matter in the Technical bid & price bid must be duly typed, signed and also affixed with the official seal. The bids submitted not in the letter head, without signature of authorised person & official seal of the firm/company as well as, covers not properly sealed with Wax will not be accepted and will be summarily rejected.
4. The responsibility of removing the waste food every day will be wholly at the contractor's and should be removed from all the Canteens & Peripheral Dining Halls premises engaging own men and conveyance.
5. No collection is permitted on Holidays & Sundays unless otherwise specifically permitted.
6. The waste food at Canteens & Dining Halls should be removed from the canteens plate Washing area every day from time to time and should be first spread on the floor by the persons coming for collection, in the presence of the canteen officials fixed by the respective canteen heads and after it is examined once again will be taken back in the container for carrying the waste food.
7. After collection of wastefood the place must be cleaned and washed by the contractor.
8. The Waste Food should be taken out of factory premises on the basis of the prescribed Non-Returnable Gate Pass. The Waste Food collected should not be used for human consumption in any form anywhere and not to be sold to anybody. It should be used only for the purpose of the consumption of Piggery/Poultry and/or disposed off. The disposal should not affect environment and public health.



9. The Contractor's workmen shall come for collection during the specified timings only and shall immediately leave the premises as soon as they complete the collection. The contractor shall employ healthy and trustworthy persons for collection of waste foods.
10. The contractor has to remit the EMD amount of Rs. 14300/- along with Technical Bid. Also 5% of the contract amount is to be remitted in advance for Security Deposit purpose after the contract is awarded. The EMD amount paid will be adjusted for Security Deposit.
11. Tender amount towards the Collection & Disposal of Waste Food from all the Canteens and peripheral Dining Halls should be remitted in advance on or before of 14th of every calendar months without fail through NEFT and the acknowledgement copy to be given to us for accounting purpose. Bank account details for remitting the amount is given below  
NAME OF THE BANK: SBI, Heavy Electricals, Kailasapuram  
ACCOUNT NO: 10891414036  
BENEFICIARY NAME: BHEL FACTORY CANTEEN  
IFS CODE: SBIN0001363
12. The Contractor shall assume full responsibility for the good conduct of his workmen and shall compensate BHEL Canteen for the damage/loss caused by his workmen during the course of collection of the waste food. The contractor shall personally instruct his workmen not to stay within factory premises beyond the specified time nor tamper with electrical or other installations or other properties of BHEL.
13. The Contract awarded should be operated solely by the Contractor and should not be sub-licensed to others OR otherwise the Contract shall be terminated forthwith.
14. BHEL undertakes no responsibility towards the contract workmen employed by the contractor. The contractor shall comply with all statutory requirements regarding employments, minimum wages and other benefits etc.
15. If the person, carrying the waste food is caught at the gate by the Security Staff either for carrying the Canteen utensils along with waste food or for any theft, the contract will be terminated forthwith and the person involved and the contractor will be liable for criminal proceedings including forfeiting of Security Deposit.
16. Any breach or violation of the conditions stipulated by the Secretary/Canteen Managing Committee shall result in the termination of the contract forthwith.
17. If the successful bidder fails to remove the waste food as stated in the tender, his Security Deposit will be forfeited.



18. The supplier may quote his / her most competitive and firm rate for the period of two year for the collection of waste food. The rate should include loading, unloading, packing, handling, transport for the collection of waste food from various BHEL Canteens and Dining Halls. Rate quoted is exclusive of all Taxes. Tax if any shall be borne by Tenderer.
19. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
20. Clarification, if any, before quoting may please be had from Sr.Executive / HR-IR & Cant. Proc. or The Secretary, Canteen Managing Committee, Canteens, HRM Department, BHEL, Tiruchy-620014. Contact Nos. 0431-2577067/5665.
21. Price quoted will be valid for a period of two years from 15-06-2019 to 14-06-2021.
22. Bids received after the scheduled date and time will not be considered
23. Bid should be free from correction, overwriting, using corrective fluid, etc. Any interlineation, cutting, erasure or overwriting shall be valid only if they are attested under full signature(s) of person(s) signing the bid else bid shall be liable for rejection. All overwriting/cutting, etc will be numbered by bid opening officials and announced during bid opening. In case of discrepancy / difference in the rates quoted, the rate written in words shall be taken as price quoted.
24. These general terms and conditions shall be applicable for the bids, however BHEL reserve rights to add, cancel or modify the same at any time without assigning reasons.
25. In case of discrepancy/difference in the rates quoted, the rate written in words will be taken as price quoted.
26. Disputes or differences arising from this tender or in any manner connected therewith shall be subject to the following disputes resolution mechanism:
  - a) Any dispute shall initially be discussed amongst parties and settled amicably.
  - b) If no amicable settlement of if there is no scope for amicable settlement, then any party may refer the dispute to sole arbitrator to be nominated by the GM(HR), BHEL,Trichy. The place of arbitration shall be at Trichy. All arbitration proceedings shall be conducted in English in accordance with the provisions of the Arbitration and Conciliation Act, 1996.
  - c) The arbitration award shall be final and binding upon the parties and each party will bear its own costs of arbitration and equally share the fees of the arbitral tribunal.
27. All disputes shall be subject to the exclusive jurisdiction of courts at Trichy.



28. BHEL reserves the right to

- a) Negotiate or re-float the tender opened if H1 price is not the acceptable price to them inter-alia other reasons. The decision of BHEL in awarding the contract is final and BHEL reserves the right to reject any or all tenders without assigning any reasons.
- b) Negotiate the H1 price.
- c) Call for submission of revised price bid when there are multiple H1 vendors, to determine the lowest price among the vendors.

29. Fraud prevention policy:

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.

Fraud Prevention Policy and List of Nodal officers shall be hosted on BHEL Website, Vendor Portals of Units/Regions intranet.

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**MODEL TECHNICAL BID FORMAT (TO BE TYPED IN YOUR LETTER HEAD)**

In response to your tender Ref: BHE:HRM:CANT:WF:2019-21 dt 23/04/2019, we hereby submit the following details for collection & Disposal of waste food for a period of TWO year from all the Canteens & Peripheral Dining Halls (**SSTP, Unit-II, MHD, CCDP, WRI, R&D, RPS, Building 79, HRDC, Medical & Civil Township**) of BHEL. We agree that the contractor has to remit the EMD amount of Rs. 13400/- along with Technical Bid. Also 5% of the contract amount to be remitted in advance as security deposit after the contract is awarded and also every month payment has to be paid in advance before collecting the Waste Food.

|                                                    |                                                                                                                                          |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Name and Address of the firm with Pincode No       |                                                                                                                                          |
| Approximate distance from the Firm to BHEL, Trichy | _____ Km                                                                                                                                 |
| EMD Details                                        | <p>Amount of Rs. 13400/- as "Demand Draft" for EMD is enclosed as below:</p> <p>DD NO _____ / DATED _____</p> <p>Bankers Name: _____</p> |

We have read and clearly understood all the terms and conditions in the Tender enquiry Reference No- BHE:HRM:CANT:WF:2019-21 dt 23/04/2019 and accordingly we accept the same without any Deviation what so ever.

Signature of the Tenderer with seal

Email ID :

Phone No :

Mobile No :



**MODEL PRICE BID FORMAT (TO BE TYPED IN YOUR LETTER HEAD)****THE QUOTED RATE IS APPLICABLE FOR TWO YEAR (15-06-2019 TO 14-06-2021)**

In response to your tender Ref: BHE:HRM:CANT:WF:2019-21 dt 23/04/2019, we are pleased to offer the following firm rate for collection & Disposal of waste food for a period of TWO year from all the Canteens & Peripheral Dining Halls (SSTP,Unit-II, MHD, CCDP, WRI, R&D, RPS, Building 79, HRDC, Medical & Civil Township) of BHEL. We agree that 5% of the contract amount to be remitted in advance as security deposit after the contract is awarded and also every month payment has to be paid in advance before collecting the Waste Food.

| Name of the canteens from which the Waste Food remnant's are to be collected.                                                                                     | Monthly highest and competitive rate payable to BHEL for Collection & Disposal of Waste Food from all the Canteens & Peripheral Dining Halls of BHEL (From 15-06-2019 to 14-06-2021) (Rupees mentioned in figures and words) |          |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
|                                                                                                                                                                   | In Figures                                                                                                                                                                                                                   | In words |
| All the (18,19,24&58) CANTEENS and Peripheral Dining Halls (SSTP,Unit-II, MHD, CCDP, WRI, R&D, RPS, Building 79, HRDC, Medical & Civil Township) of BHEL, Trichy. | ----- Per Month                                                                                                                                                                                                              |          |

We have read and clearly understood all the terms and conditions in the Tender enquiry Reference No- BHE:HRM:CANT:WF:2019-21 dt 23/04/2019 and accordingly we accept the same without any Deviation what so ever.

Signature of the Tenderer with seal

Address of the Tenderer :

Phone No :

Mobile No :

