

	Bharat Heavy Electricals Limited (A Government of India Undertaking) BOILER AUXILIARIES PLANT RANIPET - 632 406, INDIA	Phone No: 04172-284084 E-mail: riteshks@bhel.in
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Maintenance & Services Department

Inviting Tender	
Tender Notice No	9721MS23002, DT:27.05.2023
Name of work	Servicing & Breakdown maintenance of Air - Conditions & water coolers on single tender basis for one month
Type of tender	Single tender
Contract Period	One Month
Earnest Money Deposit (EMD) Amount	Not Applicable.
Last date & Time for Receipt of the Tender	DT 30.05.2023 at 14:00 hrs.
Date of Opening	DT 30.05.2023 at 16:30 hrs.
<i>(Please obtain updated information from the website about the latest applicable dates & other changes if any in the tender contents)</i>	
Place of submission of Tender	Online submission through BHEL eProcurement Portal website: https://eprocurebhel.co.in/nicgep/app
1. The Tender documents can be down loaded from BHEL eProcurement Portal website: https://eprocurebhel.co.in/nicgep/app and also BHEL website (https://www.bhel.com/tenders). 2. BHEL, Ranipet reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever. 3. All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the webpages (https://eprocurebhel.co.in/nicgep/app) only. 4. Bidders shall keep themselves updated with all such developments. 5. BHEL Ranipet reserves the right to reject any tender on the basis of unsatisfactory performance of the bidder in any ongoing job or any similar job in the past. 6. Contract shall be awarded to single party only. NOTE: Tenderer should sign and affix seal in all the pages of this tender document and all supporting documents.	

M/s. Cool Master Engineering,
No-647,42nd Street ,
Ph-II (Opposite) City Union Bank,
Satuvachari Vellore

SCOPE OF WORK

For AC servicing and breakdown maintenance of various makes

I.
II.

1. Air filter has to be cleaned (water wash).
2. Condenser coil and cooling coil are to be cleaned with air blower.
3. Outdoor unit fan motor has to be cleaned with cotton waste.
4. Outdoor unit fan blade has to be cleaned with soap oil.
5. Indoor unit blower Impeller strings are to be scrapped and cleaned with air blower.
6. Entire air conditioning system has to be cleaned with air blower. Then the compressor base plate, fan motor base plates are to be cleaned with cotton waste.
7. Outer cover (inner side) has to be cleaned with cotton waste (in case of MS) or cotton waste soaked with soap oil.
8. Condenser coil and cooling coil are to be water serviced (to remove oil and heavy clogs) with soap oil.
9. Front grill has to be water washed and cleaned with soap oil.
10. Fan motor has to be oiled.

III. CLEANING and SERVICING OF PANEL ACS:

1. Condenser coil, cooling coil are to be cleaned with air blower. Compressor has to be cleaned with cotton waste.
2. Impeller motor, condenser motor are to be cleaned.
3. Drain water line (PVC pipe) has to be cleaned.

IV. CLEANING Water Tank OF WATER COOLERS:

Water Tank and Water Cooler body should be cleaned by liquid soap and pure water thoroughly.

Note: Supply of All the consumables like Soap Oil, Cotton waste, Lub oil , Ladders, Safety Belt, Helmet, Safety shoes, etc. are in the Vendor's scope.

BREAKDOWN MAINTENANCE

- 1) Necessary spares for replacement will be supplied by BHEL
- 2) Vendor to attend the breakdown & prove the performance of the AC Units / Equipment's
- 3) Faulty component to be hand over to BHEL.
- 4) All Tools, & Meters vendor scope.

Suitable technicians along with sufficient supporting manpower to be engaged for executing the contract as per BHEL requirement.

6. Termination of Contract:

If the performance of the contractor is found not satisfactory. BHEL will terminate the contract within 07 day of notice period.

After the expiry of such notice period this contract shall be terminated and no party shall be liable for any claims/liabilities arising out of acts/deeds/transactions done by other Party after such termination. However, the Parties shall remain liable for all acts/deeds/transitions undertaken or done before the date of termination of this contract.

BHEL reserves the right to reduce the contract period (pre-close the contract), with 30 days' notice period depends on the requirement / without assigning any reason.

Tender for “Servicing & Breakdown maintenance of Air -Conditions & water coolers on single tender basis for one month at BHEL, Ranipet for One month)”

Tender No: 9721MS23002, DT:27.05.2023

UNDERTAKING

I/We _____ do hereby solemnly affirm and declare that the My/Our firm /company/business entity is not blacklisted by any Government Department/Autonomous Organization etc. or prosecuted by any court of law.

Dated:

**Signature of Authorised Signatory
with stamp (Name of the person)**

Safety Rules

1. The Contractor must inspect the area of work to decide the safety precautions necessary for executing this contract.
2. Whenever people work at height more than six feet, platform shall be provided or the workers shall wear safety belt to avoid fall from the height.
3. Wherever any area declared as dangerous, the workers shall not be allowed to work till a written clearance is obtained from appropriate authorities.
4. No material of any kind shall be dropped or allowed to be dropped from any height.
5. Defective ladders shall not be used at all.
6. Inflammable materials shall not be stored near places where the sparks are likely to occur.
7. The necessary safety equipment is such as gloves, boots, helmets etc., must be issued to the workmen and strictly to be used while carrying out the work.

8. If the contractor workers found violating the safety precautions, punitive action will be taken by withholding a sum of Rs.500/- to Rs.1000/- from the contractor's bill for each violation.
9. The working area shall be kept clean and free from all obstructions.
10. All temporary electrical connections shall be properly earthed, insulated and periodically checked.
11. **The contractor shall take care of statutory requirements including PF/ESI work man compensation policy for their employees engaged for this work.**
12. All safety precautions are to be taken by the contractor at his cost.
13. These safety measures shall be deemed to form an integral part of the Work Order/Agreement.

Tender Conditions

1. Tender must be submitted in e-procurement portal within due date & time. The Tender document shall be published in the BHEL Web sites / CPP Portal Any clarifications/corrigendum in this regards will be given only through BHEL web-sites & CPP Portal and not in any other mode of communication. Bidders shall visit the web page periodically.
2. All entries in the tender documents either in printed or written format. Errors and over writings are not permitted. The tenderers concerned shall duly sign all cancellations and insertions.
3. Errors and over writings are not permitted. The tenderers concerned shall duly sign all cancellations and insertions. Tenderer shall sign in all sheets of tender documents.
4. In case the tenderer finds discrepancies or omissions in any of the tender document or doubt as to their meaning, he should at once address the authority inviting the tender, for clarification before tender opening.
5. The tender bid will be opened on **DT 27.05.2023 @16:30 Hrs .**
6. BHEL reserves the right to reject all the tenders without assigning any reasons
7. If a tenderer expires after the submission of the tender or after the acceptance of his tender, Bharat Heavy Electricals Limited, may at their discretion, cancel such tender. If a partner of a firm expires after the submission of the tender, or after the acceptance of the tender, Bharat Heavy Electricals Limited, may cancel such tender at their discretion, unless the firm retains its character.
8. Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
9. Tender document will be issued only to the concerned party or their authorized representative and to be submitted by the same party. This tender schedule is not transferable under any circumstances.
- ~~10. This tender shall reach to M&S Department on or before the specified scheduled date & time unless it will not be considered the same. BHEL is not liable for loss/damage/delay of the tender documents in transit.~~
11. The tenderer is requested to bear in mind the entire operations involved, and the conditions during currency of the contract, and request for rate revision of any kind will not be entertained.
12. The tenderer should go through the general conditions and other terms & conditions of the tender document thoroughly and the acknowledgement to be done by authorized person with signing at the bottom of the page.
13. If tenderer have to arises any question about the tender, they may please clarify it from M&S Department only in working days from 09.00 to 17.30 hrs with the under signed.
14. The **validity of the offer shall be 90 days** from the date of tender opening.

15. Multiple Bids:

The bidder in his own interest shall submit only one bid. If a bidder submits multiple bids, all the bids are liable for rejection. Bids shall be considered "Multiple" in the following circumstances:

Two bids by the same party.

If one bidder is the Affiliate of another bidder.

For the purpose of this clause "Affiliate" shall mean with respect to any Person, any other Person that, directly or indirectly, controls, is controlled by, or is under direct or indirect common control with, such Person, or is a director/ member / officer/ employee of such Person or of any Person who would otherwise qualify as an Affiliate of such Person pursuant to this definition; "Person" for the purposes of this definition shall mean any natural person, individual, corporation, limited partnership, co-operative, general partnership, joint stock company, joint venture, association, company, trust, bank, trust company, land trust, business trust, corporate body or other organization, whether or not a legal entity."

16. Fraud Prevention Policy:

The bidder along with its associate / collaborators / 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 fraud or suspected fraud as soon as it comes to their notice.

17. BHEL employees and their dependents are NOT eligible to submit their offer against this contract. Even if they submit out of ignorance the offer shall be disqualified

18. Suspension of Business Dealings:

The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors" AA/MM/SB/01 Rev: 02, Dt.22.07.2016 displayed on BHEL website [http://www.bhel.com.\(http://www.bhel.com/vender_registration/pdf/Suspension_guidelines_adbridged.pdf\)](http://www.bhel.com.(http://www.bhel.com/vender_registration/pdf/Suspension_guidelines_adbridged.pdf))

19. **Set off Clause:** "BHEL shall have the right to recover any money which in the sole opinion or BHEL is due from the Contractor from any money due to the Contractor under this Contract or any other contract or from the Security Deposit furnished by the Contractor under this Contract or any other contract".

20. "Notwithstanding anything to the contrary, including, but not limited to, provisions relating to extension of time and compensation/or delay, time shall be the essence of the Contract."

21. **Any other entry elsewhere (individual item rate, if any) in the Price bid by the bidder shall be treated as Null and Void.**

Tenderer General Instructions

1. Any deviation in this tender, terms & conditions and schedules will lead to total rejection of the offer submitted. Belated/late offers and incomplete offers shall become liable for rejection.
2. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete, otherwise considered defective, tenders not in accordance with the tender conditions are liable for rejection.
3. If tender is not submitted as per prescribed forms, it will be rejected.
4. While quoting the rates, the tenderer is advised to carefully take into account all factors including any fluctuations of whatsoever in the market conditions, working environment, housekeeping requirement, rates etc. No claim shall be entertained on this account after acceptance of the tender or during the currency of the contract.
5. M/s. Bharat Heavy Electricals Ltd, reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefore.
6. If tenderer have any doubts relevant to submit the offer, they are advised to clarify before submitting the quotation.
7. Rate should be quoted as per the work/rate schedule. If not, it will be rejected.
8. The tenderer should be present if called for clarifications/negotiation. In case, the tenderer's authorized person is attending the call, such person should have the due authorization letter and he should be capable of taking spot decisions.
9. In the event of awarding of work, the performance of the tenderer of contract will be monitored for all categories of work and BHEL reserves the right to initiate suitable action including suspension / foreclosure / termination of the contract.
10. BHEL reserves the right to accept or reject the lowest or any other tender or accept or reject any part of such tender without assigning any reasons therefor.
11. **Discrepancy in "words" & "Figures":**
 - a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
 - b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
 - c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevailing subject of (a) and (b) above.
 - d) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder

does not agree to the decision of the purchaser, the bid is liable to be ignored.

Contract General Conditions

1. Arbitration: -

All disputes between the parties to the Contract, arising out of or relation to the Contract shall after written notice by either party to the Contract to the other party be referred. And that disputes will be resolved by an arbitrator nominated by the Unit Head of BHEL Ranipet.

ii) The venue of Arbitration shall be Ranipet, Tamil Nadu. The arbitrator may hold meetings for convenience in such a place or places discretion.

iii) The award of the Arbitrator shall be final, conclusive and binding on both parties to the Contract.

iv) The Contractor shall, notwithstanding any disagreement, dispute, protest, request for arbitration, court or other proceedings, continue to perform the Services in accordance with the determinations, instructions and clarifications of BHEL.

a) Subject to the above, the appropriate court in Ranipet shall have the exclusive jurisdiction over any disputing arising out of or in connection with this Contract.

Time is the essence of contract and hence any delay in Execution of contract will attract penal action by BHEL by deduction of such amounts as may be fixed by BHEL as compensation for the delay of work. This is without prejudice to general conditions of contract mentioned elsewhere regarding deduction for taking alternative action / cancellation of contract.

2. Risk Purchase Clause:

i. In case of any neglect or refusal on the part of the Contractor to:

- * Commence the Contract, or
- * If in the opinion of BHEL, the Contract performed by the Contractor are not satisfactory, or
- * If the Contractor fails to carry out the Contract or as per instructions of the BHEL or officer authorized by it,

BHEL shall have the right to have the Work done by any means, including by engaging a new contractor, at the Contractor's sole risk and expenses.

The above shall be without prejudice to any other remedy that may be available to BHEL whether as per law, contract, equity or otherwise. iii) In the event, the cost of the work so done (as certified by BHEL which is final and conclusive) is less than the Contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the Contract, the Contractor shall either pay the excess amount ordered by BHEL or the same shall be recovered from the Contractor by other means

4. Security Deposit:

The total amount of Security Deposit will be 5% of the contract value.

A. Modes of deposit:

Security Deposit of 5% of the contract value may be accepted in the following forms

Cash (as permissible under the extant Income Tax Act),

Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.

Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.

Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL).

(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith).

At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.

If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor. The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work.

Security deposit shall not carry any interest.

Security deposit shall be refunded only after successful completion of the contract to BHEL's satisfaction.

Refund of Security Deposit:

If the Contractor performs and completes the work in all respects to the entire satisfaction of BHEL and presents an absolute "No Demand Certificate" in the prescribed form and returns properties belonging to BHEL handed over, lent or hired by him for carrying out the said works, Security Deposit will be released to the Contractor after deducting all cost of expenses or other amounts that are to be paid to BHEL under this or other contracts entered into with the Contractor. It may be noted that in no case the Security Deposit shall be refunded/released prior to passing of final bill.

5.Payment Terms:

Payment will be made on quarterly basis after completion of job on submission of invoices/bills (in Triplicate) duly certify by the user department along with service report. It will be made within 45 days for MSE bidder and 90 days for non MSE bidder from the date of submission of bills along with all the enclosures as required by the BHEL. Payment through electronic fund transfer (EFT) / RTGS) only after deducting Bank charges. Bidder to submit UDYAM certificate in case of MSE(micro/small).

6 LD Clause:

To claim compensation for losses sustained including BHEL's supervision charges and overheads for completion on termination of contract and to impose penalty for delay in completion of the work at the rate of ½% of the contract value per week of delay or part thereof subject to a ceiling of 10% of contract value.

7. GST:

Registration & GST Rate

1. Bidder should indicate GSTIN No. (Copy of GST registration to be enclosed) and PAN No. (copy of PAN to be enclosed).
2. Tender will be considered/ accepted, if & only if the vendor has a valid GST Registration No.
3. Central Tax/ State Tax/ Integrated Tax/ Union Territory tax to be quoted as extra in %.
4. Bidders to ensure correct applicability of Central Tax/ State Tax/ Integrated Tax/ Union Territory tax based on the Inter / Intra state movement Supply of goods and provision services or both.

Invoicing & Payment

1. The Tax Invoice for supply of Goods & Services should be raised as per the provision of GST Act & Rules and must compulsorily mention the following: -
 - a. BHEL-RANIPET GSTIN: 33AAACB4146P2ZL
 - b. HSN Code or Service Accounting Code for supply of goods or services.
 - c. Name & address of supplier
 - d. GSTIN of Supplier
 - e. Consecutive Serial Number & date of issue
 - f. Description of goods or services
 - g. Total value of supply
 - h. Taxable value of supply
 - i. Tax Rate - Central Tax & State Tax or Integrated Tax, Cess
 - j. Amount of Tax charged
 - k. Place of supply
 - l. Address of delivery if different from place of supply
 - m. Signature of authorized signatory
2. Reimbursement of GST to the vendor is contingent upon complying with the following condition by the service provider: -
3. Uploading the onward GST Return (**GSTR-1**) in GSTN Network portal within the statutory time period.
4. Discharging the GST tax liability to the Government.
5. Submission of Tax Invoice to BHEL.
6. Submission of proof of payment of GST to BHEL.
7. Availment of Input Tax Credit by BHEL.

Input Tax Credit

5. In case GST credit is delayed/ denied to BHEL, due to non/delayed receipt of goods and/or services and/or tax invoice or expiry of timeline prescribed in GST Law for availing such ITC, or any other reason not attributable to BHEL, GST amount shall be recoverable from Vendor along with interest & penalty levied/ leviable.

6. In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law shall be recoverable from vendor/contractor along with interest & penalty levied/ leviable on BHEL.
7. In case of discrepancy in the data uploaded by supplier in the GSTN portal or in case of any incomplete work/service, then BHEL will not be able to avail the tax credit and will notify the supplier of the same. Supplier has to rectify the data discrepancy in the GSTN portal or issue credit note (details to be uploaded in GSTN portal).
8. For any such delay in availing of tax credit for reasons attributable to vendor (as mentioned above), interest as per the GST Act & Rules, along with penalty, if any will be deducted for the delayed period i.e. from the month of receipt till the month tax credit is availed, from the running bills.

Penalty for Non-compliance of GST Act

1. Penalty amount so determined along with GST if applicable thereon shall be recovered from the contractor.

Other Provision

1. Any reduction in rate of Tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices.
2. The agency should quote the applicable taxes and duties in the technical bid (part-A) as well as in price bid (Part-B).
3. All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST).
4. The Prices quoted above must be inclusive of all taxes and duties and exclusive of GST, which will be payable extra as per applicable rules and subject to Submission of documentary evidence.
5. If the Contractor is not registered for any statutory obligation and not liable there to, then a declaration shall be submitted along with offer that they are within the threshold limit.

The following details to be furnished by the bidder:

S. No.	Details	To be filled by the bidder
1	GSTIN No. (Copy to be enclosed)	
2	PAN No (Copy to be enclosed)	
3	HSN Code & SAC Code (Copy to be enclosed)	

Schedule of Work

S NO	DESCRIPTION	UNIT	Quantity	% WEIGHTAGE
1	Cleaning and Servicing of 1.5/2 Ton Split Air Conditioners.	No	40	30.0341%
2	Cleaning and Servicing of Panel Air Conditioners for Machines.	No	25	11.7948%
3	Cleaning of Water Tank of Water Coolers	No	25	9.4860%
4	Detection of Fault Replacement of Defective Capacitor with a good Capacitor for Fan Motor / Compressor and proving the Performance of Window AC / Split AC / Fridge / Water cooler / Cassette AC / Panel AC/ Oil chiller / Walk in cooler / Deep Freezer	No	50	48.6850%

100.0000%

PRICE BID

Name of the work: Servicing & Breakdown maintenance of Air -Conditions & water coolers on single tender basis for one month at BHEL, Ranipet

Contract period : One month.

Tender notice : 9721MS23002, DT: 27.05.2023

Validate Print Help **Item Wise BoQ**

Tender Inviting Authority: AGM M&S

Name of Work :: Servicing & Breakdown maintenance of Air -Conditions & water coolers on single tender basis for one month at BHEL, Ranipet

Tender Notice No: 9721MS23002, DT: XXXX

Name of the Bidder/ Bidding Firm / Company :	
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PRICE SCHEDULE

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER	TEXT #	TEXT #	NUMBER #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	RATE FOR ENTIRE SCOPE OF WORK (EXCLUDING GST) "ONLY" TO BE QUOTED BY THE BIDDER in Rs. P	GST (IGST, SGST+C GST) IN %	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	12	13	16	53	54	55
1	: Servicing & Breakdown maintenance of Air -Conditions & water coolers on single tender basis for one month at BHEL, Ranipet	1	No	INR			0.00	0.00	INR Zero Only
Total in Figures							0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

Note—Only GST percentage needs to be mentioned here.