



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

TENDER DOCUMENT

For

WORKS CONTRACT OF

‘HIRING OF 2 Nos, MOBILE CRANES WITH OPERATORS’

Tender Enquiry No. CDC/TW/18-19/003

Contact Persons:

Name: Chandan Maurya
Designation: Sr Mgr (CDC)
Email: maurya@bhel.in
PHONE: 0510-2412779, Mob. 9453039765

Or

Name: G.S.Jalli
Designation: AGM (CDC)
Email: gsjalli@bhel.in
PHONE: 0510-2412620, Mob. 9453001070

Tender Due Date: 26-June -2018 at 13:15 Hrs

Tender Opening Date: 26-June -2018 at 14:00 Hrs



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

DETAILS OF TENDER DOCUMENT

SCOPE of work: HIRING OF 2 Nos, MOBILE CRANES WITH OPERATORS

17 nos, WAG-7 Loco shells and 8 nos under frame assemblies are to be shifted from loco assembly shops, fabrication shops and shells kept on dummy bogies and to be kept in open area inside factory premises. These activities are required to create working area in loco assembly shop as well as in fabrication shop. Also, dummy bogies are to be made free for internal shifting of WAG-9 shells from fabrication shop to loco assembly shop.

Weight of WAG-7 shell is 34 MT and weight of under frame assembly is 29 MT.

BHEL will load the shells on dummy bogie in loco assembly shop. After that the shell will be pulled by shunting loco and place at unloading point. With the help of 2 cranes (provided by crane service provider) and lifting tackles provided by BHEL Jhansi, the above materials will be lifted and kept in open area decided by BHEL representative.

The detailed content of tender document are as follows:

- a) Notice Inviting Tender (Annexure A)
- b) Scope of work & Work Specifications (Annexure B)
- c) Qualifying Requirements (Annexure C)
- d) Special Terms and Conditions (Annexure D)
- e) Technical Bid Application (Annexure E)
- f) Price Bid Format (Annexure F)
- g) Guideline for dealing with discrepancy (Annexure G)
- h) General Terms and Conditions (Extra 14 Pgs)

The duly filled all tender documents with the signature of the tenderer on all the pages and complete in all respects super scribed as “Quotation for Tender No. **CDC/TW/18-19/003, DATED 04.06.18**” should reach us in a sealed cover on or before **26-June-2018** (13.15 hours) through Registered / Speed post or the same may be dropped in the tender box available at the following address:

To

Tender Box, CISF Control Room/Office, Administrative Building
Bharat Heavy Electricals Limited, Jhansi-284 120. UP

Note:

1. *Dropping of tender in the Tender Box within schedule time and date is the responsibility of the bidder.*
2. *Technical bid and price bid should be submitted in separate sealed envelopes, in case the bids found in one single envelope then the “bids” are liable to be rejected.*



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell, TENDER ENQ NO. –CDC/TW/18-19/003

TENDER DOCUMENTS

TENDER ENQUIRY NO: CDC/TW/18-19/003

Dt: 04.06.2018

CONTENTS

Sl. No.	Description	Annexure	Page no
1	Details Of Tender	-	1-3
2	Notice Inviting Tender	A	4
3	Scope of Work & Work Specifications	B	5
4	Qualifying Requirements	C	6
5	Special Terms and Conditions	D	8
6	Technical Bid Application	E	9
7	Price Bid Format	F	11
8	Guideline for dealing with discrepancy	G	12
9	General Terms & Conditions	-	1 to 14 pgs



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

NOTICE FOR INVITING TENDER

ANNEXURE “A”

Sl. No	Particulars	Details
1	Brief Description of work	Hiring of 2 nos, 45 MT, Mobile Cranes with operators.
2	Tender Evaluation Criteria	As per General Terms & Conditions
3	Duration of Contract	Average 11 days
4	Last date of receipt of the Tender	Upto 13:15 hrs on 26-June-2018
5	Date of opening of Techno – Commercial Bid.	14:00 hrs on 26-June-2018
6	Address for submitting the Tender	As on page 2
7	Earnest Money Deposit (EMD) *	Rs 17,200 /-
8	Cost of Tender	Rs. 200/- plus GST @ 18% = Total Rs.236/- (payable in cash at BHEL cash office or through “BHEL, Jhansi” along with technical bid, in case the documents downloaded from website)
9	Validity of Offer	120 Days from date of opening of tender

Note:

The EMD may be accepted only in the following forms:

- Cash deposit as permissible under the extant Income Tax Act (before tender opening)
- Electronic Fund Transfer credited in BHEL account (before tender opening)
BHEL account details: Bank Name:- SBI; A/c No. :- 10670828866 ; IFSCCode:- SBIN0003807 , A/c Holder Name:- BHARAT HEAVY ELECTRICALS LIMITED.
- Banker’s cheque/ Pay order/ Demand draft, in favour of BHEL (along with offer)

The contractors may physically visit the work place before quoting their rates. For relevant details please visit our website “www.bhel.com” & “www.bheljhs.co.in”



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

ANNEXURE -B

SCOPE of Work: HIRING OF 2 Nos, MOBILE CRANES WITH OPERATORS

17 nos, WAG-7 Loco shells and 8 nos under frame assemblies are to be shifted from loco assembly shops, fabrication shops and shells kept on dummy bogies and to be kept in open area inside factory premises. These activities are required to create working area in loco assembly shop as well as in fabrication shop. Also, dummy bogies are to be made free for internal shifting of WAG-9 shells from fabrication shop to loco assembly shop.

Weight of WAG-7 shell is 34 MT and weight of under frame assembly is 29 MT.

BHEL will load the shells on dummy bogie in loco assembly shop. After that the shell will be pulled by shunting loco and place at unloading point. With the help of 2 cranes (provided by crane service provider) and lifting tackles provided by BHEL Jhansi, the loco will be lifted and kept in open area decided by BHEL representative

WORK SPECIFICATIONS

2 No, 45 MT Mobile Cranes (With hydraulically operated extended boom facility) (with operators) is required for Shifting of Shells and Under frames of WAG 7 Loco from loco assembly shop & fabrication to open area inside factory.

Since the cranes will be hired on per day charge basis, the following working conditions are to be fulfilled:

- Requirement of the capacity of each of 2 no. cranes is 45 MT (minimum). In case, any crane service provider does not have 2 nos. 45 MT capacity crane and in turn have higher capacity cranes, he can participate in the tender(i.e. he can submit his offer). But successful bidder will be decided based on lowest quotation.
- The cranes have to be operated effectively 8 hours in a day starting from 8.30 hours in the morning. This working hour is excluding 1 hour lunch break from 12.00 hours to 13.00 hours. Any operational break due to non availability of any of the crane operators or break down of any of the cranes, the loss in working time will be to the account of crane service provider and this has to be compensated.
- BHEL will work on Sunday or Holiday to complete the work in time and to restrict the crane operation to minimum no. of days. Hence, in case crane service provider does not want to work on Sunday or Holiday for 8 hours, in that case, the rental charge of the cranes for Sunday or Holiday will not be payable.



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

- Diesel for cranes shall be arranged by contractor.
- The crane shall remain in the BHEL premises for operations till the work is completed.
- Maintenance of the crane shall be in the scope of the contractor. Time loss on account of crane maintenance is to the account of Crane service provider
- Log book to record daily work, to be maintained jointly by BHEL and crane service provider..

**I/we agree with the above
Signature of contractor with seal**

Executive In-charge



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

ANNEXURE -C

QUALIFYING REQUIREMENTS

- 1) Must have 2 nos mobile cranes with operator of minimum lifting capacity of 45 MT each.
- 2) Should have PAN/TAN number. Copy of PAN/TAN to be submitted.
- 3) Should have Goods & Service Tax number (PAN based). Copy of Certificate issued by Excise Dept.
- 4) Self-declaration that he is not blacklisted/under hold from BHEL Jhansi or banned by any unit/region/office of BHEL”. Self-Declaration that he should not be guilty by a Court of Law in India for any offence involving fraud, dishonesty and moral turpitude as per Annexure -H
- 5) Should have independent ESI Code number.
- 6) Blank Price Bid as per Annexure “F”
- 7) Crane should be registered in name of Company / Proprietor / Partner. Documentary proof to be enclosed.
- 8) **The crane should not be older than year 2013 make. Registration copy to be enclosed.**
- 9) Copy of Comprehensive Insurance certificate to be enclosed.
- 10) Crane operator should have valid crane operating license.
- 11) **AVERAGE FINANCIAL TURNOVER:**
 - i. Average Annual financial turnover during the last 3 years, ending 31st March 2018 should be at least Rs 2.58 Lakhs. Duly Audited Financial statement / Balance Sheet / Profit & Loss account / CA to be submitted as a supporting document.
 - ii. If all balance sheets are not available for all three years, then the average shall be calculated by dividing the sum of turnover of submitted balance sheets by three
- 12) **EXPERIENCE** of having successfully completed similar work (crane hiring) during last 7 years ending on 31st May 2018 should be either of the following: -
 - a. Three works each costing not less than the amount equal to Rs. 3.44 Lakhs Or
 - b. Two works each costing not less than the amount equal to Rs. 4.30 Lakhs Or
 - c. One work costing not less than the amount equal to Rs. 6.88 LakhsDocumentary proof (Execution Certificate) for the experience to be submitted along with Technical Bid. In case of experience in Private Sector relevant TDS Certificate/Traces certificate must be attached as evidence.
- 13) Documentary proof in support of above eligibility criteria along with EMD shall be submitted along with Techno Commercial Bid at Annexure I.
- 14) The documents required for legal entities under whose name and style Contractor has participated in the tender are as follows:
 - i. **PARTNERSHIP FIRM:** Copy of Partnership Deed registered at the office of Registrar of Firms.
 - ii. **COMPANY:** Certified copy Memorandum of Association, Article of Association and Incorporation Certificate.



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

- iii. SOCIETY: Registration certificate issued by Registrar of societies.
- iv. SOLE PROPRIETOR-SHIP FIRM: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely (_____)



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

ANNEXURE -D

SPECIAL TERMS AND CONDITIONS

(i) LD/Penalty

The party (i.e Contractor) has to provide 45 MT mobile Crane along with operator for 8 hrs (from 8.30 AM to 5.30 PM, 1 hr lunch break) in all working days. Due to contingency, the contractor should have a stand by operator so that there shall not be any break in crane operation. In the event of break in operation due to non-availability of operator or crane out of service, LD @ 0.5 % per week or part thereof subject to maximum 10 % of will be deducted from the bill of contractor. This will be based on the certification /approval of CDC department not below the rank of Sr. Manager (CDC).

(ii) Taxes & Duties :

- a) GST shall be paid extra as applicable.
- b) In case of credit is not available as denied by GST portal due to improper documentation or wrong uploading of data by bidder, the same will be recovered from the bidder along with interest, if any.

(iii) For effective operation each capacity of crane has been fixed as 45 MT. Lower capacity of the crane will not be acceptable. In case party does not have 45 MT capacity crane, he may quote with next higher capacity crane.

(iv) Diesel for Cranes shall be arranged by contractor.

(v) Measurement Time Book to be maintained for the work carried out per day by the contractor & the same shall be verified by BHEL official, nominated for the same. Effective working shall be 8 hrs per day.



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

ANNEXURE -E

TECHNICAL BID APPLICATION FOR ‘Hiring of 2 Nos, 45 MT, Mobile Cranes with operators.’

(A) ESSENTIAL DOCUMENTS REQUIRED

1. Name of the firm : _____
2. Name of the Proprietor : _____
3. Address and Contact Numbers : _____
4. ESI Code Number (of the company’s operator) : _____
Copy of the ESI Certificate Enclosed / Not Enclosed
5. PAN/TAN Number : _____
6. Goods & Service Tax Number (PAN Based) : _____
Copy of Certificate Enclosed / Not Enclosed
7. Audited financial statement/CA Certificate as per tender: Enclosed / Not Enclosed
8. Experience Certificate: Enclosed / Not Enclosed
(Along with necessary enclosures as per tender to be submitted)
9. Earnest Money Deposit : Rs. _____
 - a) D.D. Number & Date : _____ Date _____
 - b) Drawn on (Bank) : _____
11. Any other relevant information : _____
12. Tender Cost : Rs. _____
D.D. No. /Receipt No : _____



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

13. Validity of offer : _____

(At least 120 days from the date of tender Opening.)

14. Blank Price bid format : Enclosed / Not Enclosed

15. PF registration certificate (if exempted, submit exemption proof)

PF registration code: _____

Attach Copy of the PF registration

16. ESI registration certificate: (if exempted submit exemption proof)

ESI registration code: _____

Attach Copy of ESI registration

(B) DESIRABLE:

1. Income Tax return last 3 yrs. : Enclosed / Not Enclosed

2. Acceptance of Reverse Auction : Accepted / Not accepted

We will fulfill all the obligations of the contractor and abide by the Terms & Conditions mentioned in the enquiry.

Signature with Name & Office Seal

Date:

NOTE: TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPS. IN CASE THE BIDS ARE FOUND IN ONE SINGAL ENVELOPE THEN THE “BIDS” ARE LIABLE TO BE REJECTED.



Bharat Heavy Electricals Limited, JHANSI

Central Dispatch Cell,

TENDER ENQ NO. –CDC/TW/18-19/003

ANNEXURE-G

Guidelines for dealing with “discrepancy in words & figures – quoted in price bid”

In case of non-conformities/errors/discrepancies are observed between the quoted prices in figures and that in words, following guidelines shall be followed:

- (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 prevail 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 upto 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.