



**BHARAT HEAVY ELECTRICALS LIMITED**  
**Central Foundry Forge Plant, HARIDWAR**  
**FAX: 01334-281862**  
**Phone: 01334-285783**

**TENDER DOCUMENT**

**TENDER DOCUMENT NO.: FF: 20: MCD: RM: WC: 02: 010, Date: 08.07.2020**  
**Due Date for opening of Tender Enquiry: 31.07.2020**

Tender for ***“LT Electrical Maintenance Work.”***

**LIST OF DOCUMENTS ATTACHED**

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# NOTICE INVITING TENDER (NIT)

**Note: Bidder may download Tender Documents from web sites**

To,

Dear Sir / Madam

**Sub: NOTICE INVITING TENDER**

We, Bharat Heavy Electricals Limited, a Govt. of India Undertaking under the administrative control of Ministry of Heavy Industries, invites offer from the contractors registered under the category of **“LT Electrical Maintenance Work”** in CFFP, BHEL Haridwar, in **two part bid** in sealed envelope from reputed & experienced bidders for the subject job as per the tender document. Following points relevant to the tender may please be noted and complied with

**Tender Notice**

Name of Work	<b>“LT Electrical Maintenance Work.”</b>
NIT No	<b>FF: 20: MCD: RM: WC: 02: 010, Date: 08.07.2020</b>
Period of Work	12 Months
NIT Value (Rs.)	13.81 Lakhs
Amount of Earnest Money Required (Rs.)	27625.00
Last date and time of Receipt of Tender	31.07.2020, 10:00 AM
Date & Time for opening of Technical Bid	31.07.2020, 10:30 AM
Splitting of Work (Ratio)	NO
Place of opening of Tender	<i>Tender Room, Back Side of Main Administrative Building, CFFP, BHEL, Haridwar-249403 (Uttarakhand)</i>
Tender Document Cost	NIL
Contact Detail	Shri- NARAYAN KUMAR, DGM-WCX Contact Address: 1 <sup>st</sup> Floor ADM Building, CFFP, BHEL Haridwar Email: <a href="mailto:narayank@bhel.in">narayank@bhel.in</a> Phone: 01334-28-5783, 5447 Fax: 01334-28-1862

**Note:**

1. Full set of Tender may be downloaded from websites ([www.bhelhwr.co.in](http://www.bhelhwr.co.in)), [www.bhel.com](http://www.bhel.com) & <https://eprocure.gov.in>

## **GENERAL INFORMATION**

1) **NATURE OF THE CONTRACT:** "*LT Electrical Maintenance Work.*"

2) **TYPE OF BID:** *Two Part Bid.* (Techno-commercial & Price Bid)

3) **SPLITTING OF TOTAL WORK IN THE RATIO:** **NO**

4) **DATE OF ISSUE OF TENDER DOCUMENT:** 08.07.2020

5) **LAST DATE OF RECEIPT OF TENDER:** 31.07.2020 *up to 10:00 AM*

6) **ADDRESS FOR TENDER SUBMISSION:**  
CFFP Tender Room  
CFFP, BHEL, Ranipur, Haridwar  
Uttarakhand, PIN: 249403

7) **DATE & TIME OF OPENING OF TENDERS:**  
*AM.* Technical Bid will open *on 31.07.2020 at 10:30*

8) **PLACE OF OPENING OF TENDER:** CFFP Tender Room, *CFFP, BHEL.*

9) **AMOUNT OF TENDER DOCUMENT FEE:** **NIL**

10) **AMOUNT OF EARNEST MONEY (EMD) :** **Rs. 27625.00**  
(To be submitted along with the tender)

11) **SECURITY DEPOSIT (SD):** **5% of the contract value.**

12) **PROPOSED PERIOD OF THE CONTRACT:** 12 Months from the Date of commencement of work.

13) **Envelope wise details:**

1. **Envelope -1#** (Technical Bid) shall contain ANNEXURE- I, II, III & V (duly filled, signed and stamped on each page) along with supporting documents and EMD.
2. **Envelope-2** (Price Bid) shall contain duly filled, signed and stamped Price Bid format only (Annexure-IV). The word "**Price BID**" must be clearly mentioned on the envelope containing price bid.
3. **Envelope-3** shall contain Envelope-1 & Envelope-2.

Following shall be subscribed on the Envelopes

- (i) "**TENDER DOCUMENT NO.: FF: 20: MCD: RM: WC: 02: 010, and Tender opening date: 31.07.2020.**
- (ii) "**NAME OF THE COMPANY WITH FULL ADDRESS**"

CFFP, BHEL will not be responsible and will not accept late tender for any delays on account of postal delays, loss of documents, etc.

**GENERAL TERMS & CONDITIONS OF CONTRACT****01. DEFINITIONS:**

In these general conditions of contract, the following terms shall have the meaning hereby assigned to them except where the context otherwise requires: -

- (a) The "CONTRACT" means the documents forming the tender and acceptance thereof and the formal agreement if any, executed between the Bharat Heavy Electricals Ltd., Central Foundry & Forge Plant, Haridwar and the contractor together with all the documents referred to therein including General and Specific terms & conditions of contract, specifications, designs etc. All the documents as applicable taken together shall be deemed to form one contract and shall be complementary to one another.
- (b) The "TENDER DOCUMENT" means the form of tender as applicable vide and / or General and Specific Conditions of contract, and the specifications and/or drawings as given to contractors for the purpose of preparing their tender including "Notice Inviting Tender".
- (c) The "SITE" or "SHOP" means the land and/ or other place on into or through which the work is to be executed under the contract or any adjacent land, part or structure which may be allotted to or used for the purpose of carrying out the contract.
- (d) The "CONTRACTOR" means the individual firm or company whether incorporated or not, undertaking the work and shall include the legal personal representatives of such individuals or the person(s) composing the firm or company and the permitted assigns of such individuals or firm or company.
- (e) The "EXECUTIVE IN-CHARGE" means any Executive deputed by BHEL to supervise the execution of work or part thereof.
- (f) The "TIME OF COMPLETION" is the date or dates for completion of the work or any part of the work as set out in or ascertained in accordance with the individual work or the tender documents or any subsequent amendments thereto.
- (g) "PPE's" Personal Protective Equipment - Specialized clothing or equipment worn by workmen for protection against health and safety hazards.

**02. DOCUMENT SUBMISSION: -**

**i)** All documents / annexures submitted with the offer shall be properly attached with the respective sections and pages serially numbered e.g. 1/24, 2/24 and so on. BHEL shall not be responsible for any missing documents.

**ii)** Offer & documents submitted along with offer shall be signed & stamped in each page by contractor's authorized representative. No overwriting / correction in tender documents by bidders shall be allowed. However, if correction is unavoidable, the same may be signed by authorized signatory.

**iii)** The representative of the Bidder may choose to witness the Tender opening and have to produce the Authorization Letter in the tender room, before opening of the Tender. The representatives without Authorization Letter will not be allowed to participate in the Tender opening.

**03. AUTHORIZED SIGNATORY: -**

The selected bidder shall submit at the time of signing the contract, authorization from Proprietor/Competent authority authorizing an official or officials of the company to discuss, sign agreements/ contracts with BHEL.

**04. CHANGE IN CHARACTER OF THE BIDDER: -**

In the event, wherein there is any change in the character of the contractor's firm by means of change in structure or the transfer of ownership of the firm, the firm has to inform BHEL well in advance with proper documents that the new entity shall be contractually accountable to BHEL for the contract signed by the original firm. BHEL decision in this regard shall be final and binding on the contractor.

**05. OWNERSHIP OF MULTIPLE COMPANIES/ FIRMS: -**

To maintain the fairness in bidding, two or more firms with same ownership or agent cannot participate in same tender. In such cases the BHEL has right to cancel/reject the offer/order at any stage.

**06. WORKS TO BE CARRIED OUT:**

The contractor shall arrange all labour, materials, tools, plant, equipment & transport which may be required for execution of work as specified in tender enquiry, and in the entire execution of work as per BHEL terms and instructions.

**07. DEVIATIONS:**

Deviation with respect to tender clauses and additional clauses / suggestions / in Techno-commercial bid / Price bid may not be considered by BHEL. Bidders are requested to positively comply with the same.

**08. Validity of offer shall be for a minimum period of 90 days from the date of Tender Opening.**

**09. TAXES, CESS AND OTHER DUTIES:**

All charges on account of taxes, cess terminal or GST and/or other duties on materials obtained for the work (excluding materials provided by BHEL) shall be to the contractor's account.

**10. LAWS GOVERNING THE CONTRACT:**

This contract shall be governed by the Indian Laws.

**11. COMPLIANCE TO REGULATION AND BYE LAWS:**

The contractor shall conform to the provisions of any statute relating to the work, regulations and bye-laws of any local authorities.

**12. ADMISSION TO SITE:**

The contractor shall not enter on (other than for inspection purpose) or take possession of the site unless permitted to do so by Executive In-charge. The portions of the site to be occupied by the contractor shall be clearly defined and marked on the site plan, and the contractor will not on any account be allowed to extend his operations beyond these areas.

BHEL reserves the right of taking over, at any time any portion of the site which it requires and the contractor shall at his own expense clear such portion within specified time given by Executive in-charge. The photography of the site of work or any part therein, publishing or otherwise circulation will not be allowed without the prior written permission from the Executive in-charge.

**13. CONTRACTORS SUPERVISORS:**

The contractor shall either himself supervise the execution of the contract or shall appoint competent authorized representative.

**14. LABOUR LAWS TO BE COMPLIED WITH BY THE CONTRACTOR:**

- The contractor shall employ labour in sufficient number to maintain the required rate of progress and of quality required to ensure workmanship of the degree required as per the specifications.
- Contractor to ensure that the employees deployed in the premises of BHEL are physically and mentally fit and do not have any criminal record. Such employees should possess requisite skill, proficiency, qualification, experience etc. Contractor will be responsible for good conduct of their employees. In case of any misconduct /misbehavior by any employee, the contractor will replace such employee(s) immediately.
- BHEL shall have the privities of the contract with the contractor only and will give instructions to the contractor or his authorized representatives. BHEL will have nothing to do or be concerned with the employment of employees working for the contractor. The relationship between BHEL and the contractor will be that of independent entities and nothing herein contained will amount to joint venture, partnership or an employer employee relationship.
- The contractor shall obtain a valid labour license under the Contract Labour (R&A) Act 1970, and the Contract Labour (Regulation and Abolition) Central Rules 1971, before the commencement of the work, and continue to have a valid license until the completion of work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act 1986. The relevant statutory provisions of the State Government of Uttarakhand shall also be applicable in Toto.
- The contractor shall observe provisions of the Factories Act 1948 in respect of working hours, holidays, rest intervals, leaves and overtime etc. Also adhere to the provisions of Employee Provident Fund & Miscellaneous Act 1952, Employee State Insurance Act 1948, Minimum Wages Act 1948, Payment of Bonus Act 1965 and provisions of all other such Acts applicable and issued from time to time.
- Any failure to fulfill this requirement shall attract the penal provisions of the Contract arising out of the resultant non-execution of the work.

**15. ACCOMMODATION FOR LABOUR:**

The contractors shall arrange accommodation for the work people at his own expenses during the progress of the work. BHEL will not provide any accommodation or place for accommodation to the contractor.

**16. MEDICAL EXPENSES:**

The contractor shall arrange all the medical expenses of its labour through ESI or at his own.

**17. MOBILIZATION PERIOD:**

The mobilization period shall be from the date of issue of Work Order or as specified by BHEL.

**18. TOOLS AND PLANTS(T&P) AT SITE:**

The contractor, shall at his own expense, supply all tools plants and equipment (herein after referred to as T & P) required for the execution of the contract other than those listed in Bill of quantity, which subject to their availability may be given by BHEL on hire basis to the contractor or issued free for use in execution of the work, as specified in the tender documents.

**19. SAFETY AND SECURITY:**

- a. The contractor shall ensure proper safety of all the workmen, materials, plant and belonging to him or to BHEL or to others, working at or near the site. The contractor shall also be responsible for provision of all safety notices and safety equipment required both by the relevant legislation and the Executive in-charge as he may deem necessary for execution of job.
- b. The contractor shall adopt adequate safety measures and use of protective clothing by all the workmen at site whether engaged or not in actual of work or supervision thereof. The contractor shall ensure that the workmen on site, use appropriate PPE's which is necessary for the health & safety of workmen.
- c. The contractor shall be responsible for safety arrangements of all equipment and PPE's to be used in connection with the execution of the work and shall ensure employment of only trained person to operate the equipment. Only tested equipment, tools, wires, ropes etc. shall be used and shall periodically be tested to the satisfaction of the BHEL. All test certificates shall be made available to the BHEL at site as and when required. The PPE's and equipment provided by contractor shall comply with BHEL specifications/standards which may be taken from safety department of BHEL.
- d. The contractor shall ensure provision and maintenance of lights, guards, fencing with gates and watching when and where necessary or required by the BHEL or by any one duly constituted authority for the protection of the work and / or for the safety and convenience of the public or others.
- e. The contractor shall abide by all security regulations at site by the BHEL from time to time. The contractor shall provide identity badges to their personnel and workmen, which must be properly displayed by them at site.
- f. The contractor and his personnel / workmen shall be subject to security check by BHEL's own security personnel or CISF (if engaged by the BHEL) for the overall protection of the project.
- g. In case any accident occurs during the construction/ erection or other associated activities undertaken by the contractor thereby causing any minor or major or fatal injury to his employees due to reason whatsoever, it shall be the responsibility of the contractor to promptly inform the same to BHEL Executive in-charge in prescribed form. The contractor will be responsible for all pecuniary liability if any under such circumstances. Contractor shall take all statutory and regulatory approvals and comply with all formalities before start of work for safety and security.
- h. Medical examination of contract employees to be carried out by contractors as per statutory rules and regulations.
- i. Work permit system shall be complied for work at height/excavation/ confined space and other work as per BHEL requirement.
- j. Contractor shall abide specific health and safety requirement as per statutory norms.
- k. The contractor shall ensure/review aspects of appropriate activity hazard analysis and establish safe work procedure.

**20. CANCELLATION/SHORT CLOSURE OF CONTRACT:**

In case of non fulfilment of conditions by contractor or otherwise, BHEL reserves the right to cancel the contract at any stage by giving 30 days' notice.

BHEL also reserves the right to short close the contract at any stage giving 30 days' notice to the contractor without assigning any reasons thereof.

**21. SUSPENSION OF BUSINESS DEALINGS WITH CONTRACTORS: -**

In order to protect the commercial interests of BHEL, it becomes necessary to take action against suppliers / contractors by way of suspension of business dealings, who

either fail to perform or are in default without any reasonable cause, loss of business / money / reputation, indulged in malpractices, cheating, bribery, fraud or any other misconducts or formation of cartel so as to influence the bidding process or influence the price etc. Guide-lines for Suspension of Business Dealings with Suppliers / Contractors shall prevail over which is available at BHEL website <http://www.bhel.com>

The offers of the bidders who are under suspension as also the offers of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL web site [www.bhel.com](http://www.bhel.com).

22. INSPECTION AND RECORDS:

The contractor shall supervise the work quality through qualified deployed manpower so as to ensure that the Works under this contract are carried out entirely to the quality standards of BHEL.

23. VARIATION OF PRICE.

No escalation in cost/price variation will be permitted during the contract period unless the same is specified in the tender.

24. OBLIGATION: -

(A) OBLIGATION OF THE CONTRACTOR

**I. CONTRACTUAL**

- i. The Contractor shall ensure that adequate no. of workmen is deployed for execution of the work awarded to him for ensuring uninterrupted working.
- ii. The authorized representative of The Contractor shall be available at all time to supervise the work allotted to him.
- iii. The Contractor to ensure that the workmen deployed in the premises of BHEL are physically and mentally fit and The Contractor should ensure that all the workmen who are not regular employee of The Contractor are having Police Verification. Such workmen should possess requisite skill & experience.
- iv. In case of any misconduct/mis-behavior by any workman, The Contractor will replace such workmen immediately.
- v. It will be responsibility of The Contractor to provide all necessary resources (man and machineries) as may be required, to perform the scope of work. BHEL shall issue necessary plant passes to The Contractor employees and its Contractor's workmen deployed for carrying out the job.
- vi. The Contractor will be liable for any pilferage/loss to BHEL due to acts of omission and commission by their workmen, if the reasons for such act is attributed to the Contractor
- vii. The Contractor should ensure proper maintenance and safety of all their equipment along with spares and consumables, material and plants belonging to him or to BHEL. The Contractor shall be responsible for enforcing all safety rules and regulations as per applicable statutory requirements at the work place and as notified from time to time.
- viii. The Contractor shall ensure that all their workmen wear the required PPE (personnel protective equipment) while working on the jobs. The Contractor shall ensure all safety precautions for prevention of accidents of their workmen.
- ix. The contractor shall ensure payment of minimum wages (as notified) to the contract labour deployed by him.
- x. The contractor shall ensure payment of wages to their labours latest by 7<sup>th</sup> date of the following month.
- xi. In case of any accident, it will be the sole responsibility of The Contractor to provide necessary medical aid to their injured workman and liaison with the concerned authorities i.e. ESI etc.

- xii. The Contractor will be responsible for up keeping and maintenance of all tools & tackles issued to them. Any loss or damage of the same will be recovered from The Contractor.
- xiii. In the event of termination of contract for any reason whatsoever The Contractor shall withdraw all their workmen from the premise of BHEL within the specified period. In case The Contractor decides to terminate services of their workmen, The Contractor should settle all terminal dues and shall indemnify BHEL against all such claims.

## **II. TOWARDS STATUTORY LIABILITY**

- i. The Contractor shall comply with all statutory requirements, rules regulations, and notifications in relation to employment of their workmen issued from time to time by the concerned authorities.
- ii. The Contractor shall keep BHEL indemnified against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with workmen deployed by him.
- iii. The liability for any compensation on account of injury sustained by any workman of The Contractor will be exclusively that of The Contractor.

### **(B) OBLIGATION OF M/s BHEL**

- I. FACILITIES TO BE PROVIDED BY CFFP, BHEL, (free of cost unless otherwise specified):
  - i. Space inside CFFP's premises for execution of work.
  - ii. Power supply for execution of work as per work requirement.
  - iii. In case any facility used by contractor, the same will be charged in running bills.
- 25. SPLITTING THE WORK: -
 

Splitting of work shall be done as mentioned in the tender enquiry (NIT). Splitting shall be done only if there are three or more qualified bidders (N), the distribution shall be limited to (N-1) qualified responses. Rates of L-1 bidder, as finalized, shall be counter offered to the other bidders in case of splitting of order. In case any bidder(s) do not accept the L-1 rates, the counter-offer may be extended to other bidders.
- 26. EARNEST MONEY DEPOSIT
  - (a) Vendor is required to deposit the EMD as specified in NIT.
  - (b) EMD shall not carry any interest.
  - (c) Modes of deposit:
 

The EMD may be accepted only in the following forms:

    - (i) Cash deposit as permissible under the extant Income Tax Act (before tender opening) or any other Act/ Regulation.
    - (ii) Electronic Fund Transfer credited in BHEL account (before tender opening)
    - (iii) Banker's cheque/ Pay order/ Demand draft, in favor of BHEL (along with offer). In addition to above, the EMD amount in excess of Rs. Two Lakh may also be accepted in the form of Bank Guarantee from scheduled bank. The Bank Guarantee in such cases shall be valid for at least six months.
  - (d) Forfeiture of EMD
 

EMD by the Tenderer will be forfeited as per NIT conditions, if:

    - i) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.
    - ii) The Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/ Contract.
    - (e) EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business

dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.

(f) EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of award of work.

(g) EMD of successful tenderer will be retained as part of Security Deposit.

(h) EMD deposited in any modes other than specified at (c) above shall lead to cancellation of the offer.

**27. SECURITY DEPOSIT(SD):**

The contractor shall furnish the security deposit immediately on issue of the Letter of intent/ work order and before the commencement of 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.

Security deposit may be furnished in any one of the following forms:

- i. Cash (as permissible under Income Tax Act) or any other Act/ Regulation.
- ii. Pay order, Demand Draft in favor of BHEL.
- iii. Local cheques of scheduled banks, subject to realization
- iv. Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL
- v. Securities available from Post Offices such as National Saving Certificates, Kisan Vikas Patras, etc. (certificates should be held in the name of Contractor furnishing the security and duly pledged in favor of BHEL and discharged on the bank).
- vi. Fixed Deposit Receipts issued by scheduled Banks/ Public Financial Institution as defined in the Companies Act. The FDR should be in the name of contractor, A/c BHEL, duly discharged on the back.
- vii. Security deposit can also be recovered at the rate of 10% of Security amount from the running bills. However, in such cases at least 50% of the security deposit must be deposited before start of work and balance 50% may be recovered from the running bills.
- viii. EMD of the successful Tenderer shall be converted and adjusted against security deposit.
- ix. The security deposit shall not carry any interest.

**28. BANK GUARANTEE:**

In case the bank guarantees are required to be deposited towards security deposit/performance guarantee or for any other purpose as per the terms of the tender enquiry, such bank guarantees of the requisite value in the denominated currency of the purchase order should be from one of the Indian branch of BHEL consortium banks and the bank guarantee should be in the proforma as prescribed by BHEL. The proforma of bank guarantee and the list of consortium banks are displayed at BHEL website [www.bhelhwr.co.in](http://www.bhelhwr.co.in). However, in case the bank guarantee is not from BHEL consortium banks, then the bidder has to get the bank guarantee confirmed from one of the Indian branch of BHEL consortium banks and the bank charges for such confirmation will be borne by the bidder.

**29. REFUND OF SECURITY DEPOSIT:**

Security Deposit shall be released to the Contractor upon fulfilment of contractual obligations as per terms of the contract.

**30. GOODS & SERVICE TAX: -**

Bidder has to specify the following in their techno-commercial bid (part I bid in case of two part bid):

**I.** a) Legal Name of the bidder as in GST registration, GST registration No., State, Place of business, category of registration under GST i.e. Registered dealer / Unregistered dealer/ dealer opted for Composition Scheme,

b) HSN (Harmonized System Nomenclature)/ SAC (Service Accounting Code), description of Goods/Services and applicable IGST/ CGST/ SGST rate and any other statutory levy, if any, for each item of Goods or Services.

**II.** a) Unregistered Dealer - In case of unregistered dealer, if GST will have to be paid by BHEL under reverse charge mechanism, the same shall be added to the quoted price for evaluation bid.

b) Dealer opting for Composition Scheme - In case of registered dealer, who opt for composition scheme at the time of submission of bid, no GST will be payable to the bidder and also same will not be considered for evaluation of bid. Dealer has to declare in technical bid that no GST is shown separately in price bid. However, in case at the time of actual supply, the bidder charges GST at normal rate, the same shall be reimbursed subject to the availability of GST credit to BHEL. In case GST credit is not available to BHEL, no GST will be payable to the bidder.

**III.** Reimbursement of GST shall be made by BHEL-Haridwar on matching of Contractor inputs as mentioned below at GST portal and after ensuring of availability of input credit to BHEL, Haridwar. Hence, Contractor has to ensure compliance as follows: -

- a) Timely raising & submission of GST compliant Invoices
- b) Timely receipt of GST
- c) Timely and correct payment of applicable GST by supplier/contractor
- d) Timely filing of return
- e) Compliance of other applicable provisions on supplier/contractor has to also give consent to accept payment of tax after such matching in all cases where bills are submitted directly to BHEL.

**IV.** In the event of any disallowance of input credit (including reversal of credit) or applicability of interest or arising of any other financial liability on BHEL-Haridwar due to any default of supplier/contractor under GST such as non/delayed receipt of Good/Services, delayed raising & submission of invoices, delayed payment of tax, non/wrong declaration of sale by Contractor in return etc. or any other reason not attributable to BHEL, such implication shall be to supplier's/contractor's account and will be deducted from bills.

**V.** In case of Liquidated damage (LD) recovery, the applicable GST shall also be recoverable from the suppliers. TDS or any other tax on GST shall also be deductible as per prevailing Acts/regulations.

31. **PAYMENT TERMS AND PAYMENT PROCEDURE:**

Payments will be made to the contractor on successful completion of work on production of bills/ Invoice. The contractor has to submit Monthly Bill, Measurement Book with all necessary documents duly signed by the authorized persons to the concerned department.

Payment shall normally be released every month within 15 days from the date of submission of clear bills along with all supporting documents.

Payments will be made through e-payment system after deduction of Income tax at source as per Income Tax Act. Irrespective of the running payments made by BHEL at different stages, the Contractor shall be entitled to the payment upon successful completion of the works as per the contract only.

BHEL shall have no payment obligation for the period of Force Majeure/ Reasons beyond the control of any party.

32. **PENALTY CLAUSE**

Because of delay attributed to contractor, the contractor fails to complete work on or before the scheduled date of completion, a penalty amount equal to 0.50 percentage of the contract value/ unexecuted portion (as applicable) for every week of extension sought beyond the scheduled date of completion up to max. 10 % of the contract value shall be imposed on contractor. Such amount may be adjusted or setoff against any sum payable to the contractor under this or any other contract.

No penalty shall be imposed on contractor for the period of Force Majeure/ Reasons beyond the control of any party.

33. RECOVERY FROM THE CONTRACTOR:

Whenever under the contract any amount becomes recoverable from the contractor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or he shall pay the claim on demand.

34. RISK PURCHASE CLAUSE: -

In case of delays in supplies / defective supplies/ incomplete work or non-fulfilment of any other terms and conditions given in Work Order, BHEL may cancel the work Order in full or part thereof and may also make the procurement of such material/service from elsewhere / alternative source at the risk and cost of the supplier/contractor. BHEL will take all reasonable steps to get the material/service from alternate source at optimum cost. If bidder does not agree to the above Risk Purchase Clause, BHEL reserves the right to reject the offer. In the eventuality of Risk Purchase, appropriate action will be taken as per BHEL extant rules. This will be without prejudice to any other right of BHEL under the contract.

35. BENEFITS TO MSE BIDDERS: -

MSEs shall be exempted from payment of Earnest money & tender cost at the time of tender deposit. However, there is no exemption of security deposit submission.

Benefits to MSE bidders as applicable, shall be given as per rule upon submission of **Udyog Aadhar** along with **certificate from Chartered Accountant** or any other applicable document.

No benefits shall be applicable for that particular enquiry if the required documents are not submitted before price bid opening.

36. BENEFITS UNDER MAKE IN INDIA: -

Benefits under make in India order 2017 and subsequent shall be extended as per rules if applicable.

37. SETTLEMENT OF DISPUTES/ ARBITRATION

In all cases of dispute, the matter shall be referred for ARBITRATION by sole arbitrator to be appointed with mutual consent of the parties. BHEL shall suggest 3 names out of which the contractor will have to select the arbitrator. The award of the Arbitrator shall be final and binding on both the parties. The place of Arbitration shall be Haridwar.

JURIDICTION: The courts of Haridwar, India, shall have exclusive jurisdiction

38. FORCE MAJEURE CLAUSE

Notwithstanding any other thing contained anywhere else in the contract in case the discharge of obligation under the contract by either party is impeded, neither party shall be considered in breach of the contract to the extent that performance of their respective obligation is prevented by an event of Force Majeure that arises after the effective contract date.

In the above clause, Force Majeure means an event beyond the control of the parties to the contract which prevents a party from complying with any obligation of the contract including but not limited to:

- a) Act of God (Such as but not limited to earthquake, drought, tidal waves, floods etc.).
- b) War (whether war be declared or not), Hostilities Invasion, Act of foreign enemy etc.
- c) Rebellion, revolution, insurrection, civil war etc.

- d) Contamination of Radio Activity from any nuclear fuel or from any other nuclear waste or any other hazardous materials.
- e) Riots, commotions, strike unless restricted to the employees of supplier.
- f) Acts of terrorism.
- g) Change in law/ Regulation making the performance impossible.

The party claiming to be affected by force majeure shall notify the other party in writing immediately without delay on the intervention and on the cessation of such circumstances.

39. **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". Fraud Prevention policy and List of Nodal Officers shall be hosted on BHEL website, vendor portals of Units / Regions intranet.

40. **EVALUATION IN CASE OF MORE THAN ONE L-1 BIDDER: -**

In the course of tender evaluation, If more than one bidder happens to occupy L-1 status, effective L-1 will be decided by soliciting discounts from the respective L-1 bidders. In case more than one bidder happens to occupy the L-1 status even after soliciting discounts, the L-1 bidder shall be decided by a toss/ draw of lots, in the presence of the respective L-1 bidder(s) or their representative(s). Ranking will be done accordingly. BHEL's decision in such situations shall be final and binding to the bidders.

41. **QUOTED RATES: -**

Rates should be quoted as per the Price Bid. Rates quoted in any other form will not be accepted and is liable to be rejected.

- 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 as above.

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## PRE QUALIFICATION REQUIREMENT

Bidder should meet all the following clauses mentioned below. Bidder not meeting any of these clauses will not be considered.

S. NO.	DESCRIPTION OF WORK	VENDOR CONFIRMATION
1	BIDDER SHOULD HAVE VALID CLASS "A" ELECTRICAL CONTRACTOR LICENSE ISSUED BY APPROPRIATE STATE/ CENTRAL GOVERNMENT AUTHORITY. COPY OF LICENSE MUST BE ACCOMPANIED WITH THE OFFER.	
2	BIDDER SHOULD HAVE REGISTRATION OF GST, PF AND ESI WITH RELEVANT GOVERNMENT AUTHORITIES. THE COPY OF SAME MUST BE ACCOMPANIED WITH THE OFFER.	
3	BIDDER SHOULD HAVE AVERAGE TURNOVER OF RS. 5.0 LACS DURING LAST THREE YEARS. THE SUPPORTING DOCUMENTS BALANCE SHEETS, PROFIT LOSS STATEMENT, MUST BE ACCOMPANIED WITH THE OFFER.	
4	BIDDER SHOULD HAVE PAN IN THE NAME OF FIRM OR IN THE NAME OF PROPRIETER. THE COPY OF SAME SHOULD BE ACCOMPANIED WITH THE OFFER.	
5	<p>THE BIDDER SHOULD HAVE EXECUTED AT LEAST THREE SIMILAR CONTRACTS EACH OF VALUE Rs. 5.53 LACS OR MORE IN LAST SEVEN YEARS ON OR BEFORE THE DATE OF TENDER OPENING.</p> <p style="text-align: center;">OR</p> <p>THE BIDDER SHOULD HAVE EXECUTED AT LEAST TWO SIMILAR CONTRACTS EACH OF VALUE Rs. 6.91 LACS OR MORE IN LAST SEVEN YEARS ON OR BEFORE THE DATE OF TENDER OPENING.</p> <p style="text-align: center;">OR</p> <p>BIDDER SHOULD HAVE EXECUTED AT LEAST ONE SIMILAR CONTRACTOR OF VALUE Rs. 11.05 LACS OR MORE IN LAST SEVEN YEARS ON OR BEFORE THE DATE OF TENDER OPENING.</p> <p><b>SIMILAR CONTRACT IS DEFINED IN POINT NO-6 BELOW</b></p> <p>THE SUPPORTING DOCUMENTS FOR ABOVE, COPY OF ORDERS EXECUTED MUST BE ACCOMPANIED WITH THE OFFER.</p>	
6	<p><b>SIMILAR CONTRACT DEFINITION</b></p> <p>CONTRACT OF WORK LIKE MAINTENANCE OF ELECTRICAL APPLIANCES IN OFFICE BUILDINGS/ INDUSTRY INCLUDING BUT NOT LIMITED TO – BUILDING LIGHTINGS, FANS, WIRING, WATER COOLERS, DESERT COOLERS, AIR- CONDITIONERS, REFERIGERATORS, STREET LIGHTS, BOUNDARY LIGHTS, HEAT CONVECTORS &amp; HEATERS OF VARIOUS TYPES ETC.</p>	

### Scope of Work

This electrical work is intended to be carried out inside CFFP plant for carrying out low voltage electrical maintenance work for offices, street and boundary lights, air conditioners, water coolers, desert coolers, room heaters, heat convectors, electrical wiring and other miscellaneous electrical work. The contractor should have valid electrical Licence to perform such electrical work throughout the contract period. If the validity of the license is expiring in between contract duration, the contractor will take all necessary actions to renew and maintain the validity during entire period at its own. The scope of work also covers deputation of manpower on various activities (detailed in tender) in the office buildings, shops and other allied areas of CFFP plant.

The work covers shifting components of various electrical installations from a designated place to the work place and putting it back at a suitable location as suggested by Executive in-charge. However, BHEL will provide lifting tools and vehicles like Hydra/ Crane and truck wherever required and felt necessary (free of cost). All the materials, spare parts for carrying out the work listed in various activities will be provided by CFFP, BHEL.

Contractors are advised to deploy skilled and experienced manpower for the work. Contractor will arrange and ensure that all the necessary PPEs are provided and used by their manpower. Activity wise scope of work is as below:

Sl. No	Detailed scope
1	It includes the repair of desert coolers and or room coolers which are installed inside various office buildings and production shops of CFFP plant. It covers the repair of switches, replacement of pads, PVC pipe and all other components of desert /room coolers. It also includes shifting of coolers from one place/ building to another on ground as well first floor.
2	Repair of street lights, boundary lights, high mast tower lights also including shifting of tower / stool / ordinary ladder from CDS or other designated place to the point of complaint and putting it back to its original place apart from electrical repair work of light fittings, wiring and junction boxes. The area covered under boundary light is from material gate to tower No-9 near western gate through CFFP gate. This is to be done from peripheral road along with the boundary wall both inside and outside of the plant. Similarly, the street lights are installed for all the major/ minor roads inside CFFP plant and outside the Foundry gate up to Foundry chowk. High mast towers are existing at discrete locations near boundary wall, and various buildings and installation in CFFP plant and inside & outside the material gate.
3	Cleaning around the area near boundary wall and street light poles as described in above item No-2.
4	Repair work of water coolers and air conditioners are intended to be carried out in various location of the plant including shops, Admin building, Steel Foundry building, video conference room, and any other place in CFFP plant. It also includes shifting of water coolers and / or ACs from one location to another as and when required.
5	This activity includes the repair of fans installed at various locations. In case of failed or damaged winding of fan, the same shall be dismantled and shifted to winding section of CFFP in co-ordination with CDS and after re-winding/ repair of winding the same shall be assembled and put into serviceable condition at its respective location.
6	It includes the repair work at various offices inside the plant and other allied designated areas of the plant.
7	In this work proper shutdown is to be ensured before switching off the power supply of any office building or other area. The scope covers visual inspection, checking the tightness of all the connections, earthing and operation of MCBs, switches etc. In case of malfunctioning of any component the same is to be replaced.
8	Shifting of transformer oil drums and other material from central store to CDS. This includes loading / unloading of transformer oil drums/ other items from CDS to any of the 11 KV substation where oil filled transformer or panels are installed and

	topping up the oil into the transformer or HT panels. This also includes collection of old / used oil faulty into the drum and shifting back the drums or other spare parts to the designated place.
9	Wiring work includes both underground or surface wiring as per the requirement. This includes chiseling in wall, laying the conduit/ PVC pipe, drawing the electrical wire through it, its termination, and connection.
10	Inspection of alarm system includes the testing of functioning for heat and smoke detectors which are installed in cable gallery. It also covers to check the main controller to ensure its operation. This activity also covers checking and repair for lighting work of underground cable tunnel from CDS to SMS. Adequate care is to be taken for moving in the cable tunnel which consists of large number of live high voltage cables.
11	This activity covers trail run, checking of fuel level before and after trail run, recording for all electrical and mechanical parameter of DG set. It also covers the cleaning and preventive maintenance work of DG set as per standard checklist. The periodicity for performing this activity is once in a week.
12	Cleaning and maintenance of solar panels is to be done as per schedule (existing schedule is once in a week). The water supply will be provided by BHEL at respective locations.
13	Record Keeping of complaints and assistance in other office Works on Day-to-Day basis. It includes collection of reading from energy meters that are installed in all the HT substations of the plant as well as in transformer and panel rooms. The person to be deployed for the activity should be aware of various electrical parameters like, active power, reactive power, power factor, maximum demand, feeder current etc. such that he is able to note and record the relevant readings on daily/ alternate day basis as and when desired by Executive in-charge.

## (FORMAT FOR PRICE BID)

**PRICE BID:**

Name of Contractor : \_\_\_\_\_

Tender No. : FF: 20: MCD: RM: WC: 02: 010

Tender Name : LT Electrical Maintenance Work

<b>Sl. No.</b>	<b>Description of Work</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate per unit which contractor to be filled.</b>		
				Unit (Rs)	Rate	Amount ( in Rs)
1	Complete repair work of Desert coolers/ Room coolers etc. in various shops and Office Buildings.	400	<b>NO</b>			
2	Complete Maintenance and Repair work for street lights, boundary wall lights, watch towers and lights on High mast towers Lights in CFFP including handling/shifting of Tower ladder, material like bulb, choke igniter etc., Tools & Tackles. This work also includes digging of cable trench in ordinary soil or pakka as required for repair work.	350	<b>NO</b>			
3	Cleaning of area around boundary wall and street light poles and cutting of tree branches which hide the street light. (Equipment qty taken as qty of Street Light/ Boundary Light Poles)	550	<b>NO</b>			
4	Attending the breakdowns and carrying out relevant repair work of CFFP owned water coolers and Window ACs installed in various shops of CFFP.	50	<b>NO</b>			
5	Attending breakdown, overhauling and repair work for ceiling fans, cabin fans, pedestal fans and desert cooler fan motors.	200	<b>NO</b>			
6	Attending breakdown repair work tube lights, power points, computer points, extension boards, switches, plugs, top, sockets, exhaust fans and all other miscellaneous electrical work in the office buildings, plant services area, central plant stores, various substations and misc other areas.	1500	<b>NO</b>			

7	Preventive maintenance of Supply system of office buildings including MCBDBs, switches, cables termination, earthing etc.	40	<b>NO</b>		
8	Shifting of transformer oil drums and other material from central store to CDS.	50	<b>NO</b>		
9	Underground and surface wiring work for existing office buildings, toilets and other areas. This does not include any wiring work for any new construction.	50	<b>NO</b>		
10	Testing and Inspection of alarm system installed in cable gallery of CDS. Testing, checking and repairing of lighting system in the cable gallery and underground cable tunnel of 11 KV and 33 KV.	12	<b>NO</b>		
11	Maintaining the oil level, trial running, electrical and mechanical parameter recording and all other activities in order to keep the 250 KVA DG set ready for operation.	40	<b>NO</b>		
12	Cleaning and washing of solar panels installed in Admin and TS building of the plant.	50	<b>NO</b>		
13	Record Keeping of complaints and assistance in other office Works on Day-to-Day basis.	150	<b>NO</b>		
	Total amount (in Figures) in Rs				
	Total amount (in words): Rs				

Note: -

- (1) GST shall be extra as applicable.
- (2) Over writing for corrections or application of correction fluid is not allowed. Where ever correction is there, it has to be duly authenticated by signature of authorized person.
- (3) L1 shall be decided based on total cost for all parts of works taken together.
- (4) Prices are to be indicated in both figures and words.

(Draft Format for Contract for award of work on job contract basis)

**AGREEMENT**

This AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ Two Thousand Twenty between The contractor having Registered Office at \_\_\_\_\_ hereinafter referred to as "Party" (which expression shall unless repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns)

**AND**

BHARAT HEAVY ELECTRICALS LIMITED, a Company incorporated under the Companies Act, 1956, having its registered office at BHEL House, Siri Fort, New Delhi - 110 049 and having a unit named CFFP at Ranipur, Haridwar, 249403 (Uttarakhand) hereinafter referred to as "BHEL", (which expression shall, unless repugnant to the context or meaning thereof be deemed to mean and include its successors and permitted assigns)

WHEREAS

- A. BHEL desires to "***LT Electrical Maintenance Work.***" and had invited quotes for the aforesaid job by its tender no. **FF: 20: MCD: RM: WC: 02: 010, Date: 08.07.2020;**
- B. Party which is a specialized agency for such work in different establishments has shown its interest and submitted its quote pursuant to the tender no. **FF: 20: MCD: RM: WC: 02: 010, Date: 08.07.2020;**
- C. The quotes received from Party have been accepted by BHEL who has agreed to get the aforesaid works done at the rates quoted by Party;

NOW IT IS THEREFORE AGREED BETWEEN THE PARTIES

1. That Party will do the "***LT Electrical Maintenance Work.***" details whereof are mentioned in the work order no. \_\_\_\_\_ dated \_\_\_\_\_.
2. Total value of Contract is Rs. \_\_\_\_\_ GST extra as applicable.
3. The scope of work, terms and conditions etc. of this agreement are stipulated in Annexure I, II & II-(a) and III of the tender document which are duly signed by Party and forms part of this agreement.
4. Notice of Communication:

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IN WITNESS WHEREOF the parties hereto through their authorized representatives have signed these presents, on the day, month any year mentioned above.

For and on behalf Party

(Authorised signatory)

(Name & Designation)

WITNESS:

1. Signature

2. Designation

3. Address

For and on behalf of  
Bharat Heavy Electricals Limited  
Unit: CFFP, Haridwar.  
(Affix seal of the Unit)  
(Authorised Signatory)

(Name & Designation)

WITNESS:

1 Signature

2 Designation

3 Address

**CHECK LIST****Subject:** Submission of Latest Detail by bidder.**Tender No.: FF: 20: MCD: RM: WC: 02: 010**

Our Latest detail may please be updated in your records; details are as below-

Parameter	Yes/No	Detail
Email ID		
Mobile No.		
Landline No.		
Postal Address		
Contact Person		
Mobile No.		
Owner Detail		
GST detail		
PAN No.		
PF detail		
ESI Detail		
EMD as applicable		
Udyog Aadhaar, and CA certificate (as applicable)		
Valid Electrical Licence		
Turn Over for last three years		
Work Order, Experience Certificate as per PQC		
Contractor's Sign & Stamp on each submitted page		

**Contractor sign name and seal**