



Bharat Heavy Electricals Limited

(A Government of India Undertaking)

BOILER AUXILIARIES PLANT

RANIPET – 632 406, INDIA

Phone No: 04172-284623

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MAINTENANCE & SERVICES DEPARTMENT

REGISTERED POST WITH ACK.DUE

| NOTICE INVITING TENDER | |
|--|--|
| Tender Notice No | BAP: M&S: TE: LIFTS: 14: 024: DT: 04.11.2014 |
| Name of work | AMC for Admin Building Johnson make Lifts (02 No's). |
| Period of contract | Two Years. |
| Earnest Money Deposit (EMD) Amount | Not Applicable |
| Last date & Time for Receipt of the Tender | 11.11.2014, 14.30 Hrs. |
| Date of Tender bid Opening | 11.11. 2014, 14.30 Hrs onwards. |
| Place of submission of Tender | Tender Box Placed in M&S Office, BHEL –BAP, Ranipet – 632 406 |
| Address on the Sealed Tender Cover to be: | DEPUTY GENERAL MANAGER M & S DEPARTMENT BHARAT HEAVY ELECTRICALS LIMITED RANIPET – 632 406 VELLORE DISTRICT TAMIL NADU. |
| Venue of the Tender Opening | M&S Conference hall |

Issued to Messers/Thiru

M/s. Johnson Lifts Pvt Ltd,
No. 1, East Main Road,
Annanagar Western Extension,
Chennai - 600 101.

Only Inforamtion Purpose

M.P. Chandrasekhar
04/11/14
ISSUING OFFICER
ए.पी.चन्द्रशेखर / M.P. Chandra Sekhar
वरिष्ठ अभियंता / Senior Engineer
अनु. एवं सं. योजना / M&S Planning

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SIGNATURE OF THE TENDERER
WITH SEAL AND ADDRESS

GENERAL INSTRUCTIONS TO TENDERER

1. Tender must be submitted **in sealed cover** and should be addressed to

**DEPUTY GENERAL MANAGER
M&S Department,
Bharat Heavy Electricals Limited,
RANIPET – 632 406.**

The Name, Address of the Tenderer and the name of work shall be clearly mentioned on the cover.

2. Sealed Tender will be received up to 14.30 Hrs on 11.11.2014 in the prescribed form and will be opened on 11.11.2014 at 14.30 Hrs at M&S Conference Hall in the presence of such of those tenderers or their agents who may choose to attend, with authorization letter.
3. All entries in the tender documents should be filled with same ink. Over-writing in the price bid to be avoided. The tenderer concerned should duly sign all cancellations and corrections.
4. Tenderer should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign and seal each and every page of the tender document/annexures attached thereto before submitting the tender.
5. Conditional and unwitnessed tender, tender containing absurd rates and amounts, tender which are incomplete or otherwise considered defective and tender not in accordance with the tender conditions laid down by the Accepting Officer are liable for rejection.
6. Bidder is advised to quote only as per BOQ given by BHEL. Offers other than price bid proforma of BHEL will not be considered.
7. In quoting the rates, the tenderers are advised to take into account all factors including any fluctuations in the market rates etc. No claim will be entertained on this account after acceptance of the tender or during the contract period.
8. The rates quoted in the tender shall remain valid for a period of Three months from the date of opening of the tender.
9. In the event of tender being submitted by a firm, the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the Power of Attorney on behalf of the firm concerned. In the latter case, a copy of the Power of Attorney duly attested by a Gazetted Officer must accompany the tender.
10. BHEL reserves right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefor.
11. Tenders submitted by post should be sent preferably by "REGISTERED POST"/ Speed post. This should be posted with due allowance for any delay in postal delivery. On no account the tenders, **received after the due date and time shall be considered.**
12. Should a tenderer or a contractor has a relative or in the case of a firm or company of contractors any of its shareholders or share holder's relative, employed in Bharat Heavy Electricals Limited, the authority inviting tenders shall be informed of this fact at the time of submission of the tender failing which tender may be disqualified or if such fact subsequently come to light, the contract may be rescinded.

13. The Bharat Heavy Electricals Limited will not bound by any Power of Attorney granted by the tenderer or changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contract concerned.
14. If the contractor deliberately gives wrong information in the tender or creates conditions favorable for the acceptance of his tender, Bharat Heavy Electricals Limited reserves the right to reject the tender at any stage.
15. Words imparting the singular number shall also deemed to include the plural number and vice versa where the context so requires.
16. The expenses for completing and stamping the agreement shall be to the contractor's account.
17. The General and Special Conditions of Contract are complimentary to each other and where they are in conflict, the Special Conditions shall prevail. In regard to matters not covered by the General or Special Conditions of Contract, those contained in the specifications approved by Bharat Heavy Electricals Limited shall apply.
18. Tenderers shall not increase their quoted rates or lay additional conditions incase Bharat Heavy Electricals Limited negotiates for reduction of rates, such negotiations shall not amount to cancellation or withdrawal of the original offer and the rates originally quoted shall be binding on the tenderers for a period of three months from the date of opening of tender. In case the above conditions are violated, BHEL is at the discretion to cancel the tender by forfeiting the EMD paid by deviating tenderer.
19. 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.
20. The "GENERAL INSTRUCTIONS TO TENDERERS" shall be deemed to form an integral part of contract for the work to be entered into.
21. The tenderer should be present if called for negotiation both technical and commercial. In case, the tender's authorized person is attending the negotiation such person should have the authorization letter and he should be capable of taking spot decisions.
22. If needed tenderers may visit the site / working area and obtain all clarifications from Tender Issuing Officer regarding the nature of job before offering their quotation.
23. The contractor shall quote all the applicable taxes in the offer and no tax will be paid after the issue of the contract.
24. Necessary 'COMPREHENSIVE INSURANCE' coverage is to be arranged by contractor for his material handling vehicle/drivers/ labors and also for third party liability.
25. If required bidders may visit the site/working area and obtain all clarifications from Tender Issuing Officer regarding the nature of job before offering their quotation.
26. The bidder shall clearly indicate all the applicable Taxes in the Price Bid and also shall state clearly whether these taxes are inclusive or exclusive of the Basic rate quoted. If any tender does not indicate applicable taxes, BHEL will assume, price quoted is inclusive of all Taxes and Tender will be evaluated accordingly.

27. The contractor should submit a copy of the following documents.

- i. Pan card.
- ii. TN VAT registration certificate.
- iii. Service tax registration certificate.

28. The contractor shall indicate all the applicable taxes in the offer and any claim after the issue of contract will not be entertained.

29. In case if any Taxes not applicable, like due to threshold limit etc. Same may be clearly indicated in the offer by the Bidder.

30. **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 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 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.

31. **Service Tax:**

Rates quoted shall include all royalties, terminal taxes, octroi duties, central and provincial excise tax, sales tax and other taxes leviable under the State or Central Government Rules excluding Service Tax. The Bharat Heavy Electrical Limited will not entertain any claim whatsoever in this respect in future.

The Bidder shall not include Service Tax in their quoted rates; but the bidder has to separately indicate the Service Tax rate, amount and workings thereof in the Price bid schedule included in the bid documents.

If service tax amount is not indicated separately in the price bid schedule included in the bid documents, it will be presumed that the quoted rate is inclusive of applicable service tax and bids will be evaluated accordingly.

Pure Service not involving any supply of materials by Contractor:

Bidders have to quote the applicable Service Tax payable in the Price bid format included in the Bid document which shall be considered for evaluation. The same shall be considered for reimbursement against valid documentary evidence to successful bidders.

32. **SET OFF Clause:**

BHEL reserves the right to set off the amounts due from the contractor against their dues payable to the contractor either under this contract or any other contract.

CERIFICATE OF NO DEVIATION

I / We of M/s

hereby certify that **there is no deviation** from the tender conditions either technical or commercial and

I am /We are agreeing to all the terms and conditions mentioned in the Tender Specification.

Date:

Signature of the Bidder

SCOPE OF WORK FOR COMPREHENSIVE AMC FOR 2 NOS OF 13 PERSON (884 kgs)
JOHNSON MAKE PASSENGER LIFTS AT BHEL RANIPET

- 1) The Contractor has to service the lifts at regular intervals(once in a month) and as frequently as the company deems necessary based on the nature of conditions of elevator.
- 2) The contractor shall depute his service engineer/supervisor/technician for attending preventive maintenance of lifts. Servicing of lifts shall be carried out from 09.00 Hrs. to 17.30 Hrs. on all working days & prior intimation to BHEL.
- 3) Unrestricted breakdown calls have to be attended by the contractor during the tenure of the contract at free of cost. The contractor shall send his service personnel available at our works immediately on receipt of information from BHEL, but, however, not later than 24 Hrs. from the time of receipt of message. Conveyance expenditure if any for deputing the service personnel for attending the preventive or breakdown maintenance calls are in contractor scope. Any delay more than 24 hours will attract penalty on pro – rata basis on AMC charges and will be recovered including holidays if it falls between the break down period.
- 4) Third party insurance and renewal of license are in the scope of the contractor. Necessary fee for the same should be included in the offer.
- 5) Parts not covered under comprehensive AMC:
 - 1) Replacement of car enclosures, car flooring, hoistway enclosure, hoistway and car door, door gates & door glasses, handles, frames, sill push box covers in landings.
 - 2) Fan & light fittings, car floor tiles, mirror, alarm bell & buzzer, emergency light, alarm devices & batteries.
 - 3) Electric incoming supply, main switch, EPABX Telephone intercom.
- 6) Parts covered under Comprehensive AMC:

All parts are covered under comprehensive AMC (except the parts mentioned in SL. No. 05).
- 7) Works to be carried out during preventive maintenance:
 - i) General cleaning of lift cabin.
 - ii) Checking the condition of rope & lubricating the gear & motor bearings.
 - iii) Checking the condition of the contacts, limit switches, door shoes, door rollers, guide shoes, brake liner, controller PCB, contactors, sensors etc. and repairing/replacing of the same as required.
- 8) The replaced components against the faulty components will be the property of BHEL. And the faulty components shall be taken by the contractor after certified by Engineer In-charge of Electrical services.

9) Termination of the AMC Agreement:

If the performance of the service provider is found not satisfactory, BHEL will terminate the AMC contract with 15 days notice period.

10) Payment Terms:

Payment will be made once in three months after service on submission of invoice in triplicate duly certified by the engineer-in charge.

It may be noted that BHEL will not pay any advance payment on any account.

11) Period of Contract:

The period of contract is **Two years**.

PRICE BID

BILL OF QUANTITY

Name of work : AMC for Admin Building Johnson make Lifts (02 nos).

Period of contract : Two Years.

Tender Notice no : BAP: M&S: TE: LIFTS: 14: 024: DT: 04.11.2014.

| S.No | DESCRIPTION | UNIT | QTY (a) | Rate per lift for Two years in Rs. (b) | Amount for Two Lifts for Two years in Rs. C = (a) * (b) |
|-------------|--|-------------|--------------------|---|--|
| 01 | Comprehensive AMC for Johnson Make Lifts- 2nos (L-A4690 & L-A4790) at BHEL Ranipet. | No | 02 | | |
| 02 | Service Tax @ _____% | | | | |
| 03 | Sub Total (01+02) | | | | |
| 04 | Renewal of lifts license and Insurance including all taxes for both the lifts for two years | | | | |
| 05 | Grand Total(03+04) | | | | |

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 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 equipments such as gloves, safety belt, helmet, safety boot etc must be issued to the workmen and strictly to be used while carryout the work. If Personal Protection Equipments not provided by the contractor, BHEL shall provide the required PPEs on chargeable basis, depending upon the stock availability.
8. If the contractor's workmen found violating the safety precautions, punitive action will be taken and or a penalty of Rs.500/- will be imposed and deducted from the contractor bill for each violation.
9. The working area shall be kept clean and free from all obstructions.
10. All safety precautions are to be taken by the contractor at his cost.

These safety measures shall be deemed to form an integral part of the Work Order/ Agreement.