



Bharat Heavy Electricals Limited
(A Government of India Undertaking)
BOILER AUXILIARIES PLANT
RANIPET - 632 406, INDIA

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MAINTENANCE & SERVICES DEPARTMENT

NOTICE INVITING TENDER	
Tender Notice No	BAP: M&S: TE: INS: 15: 021: DT: 30.12.2015.
Name of work	Servicing & Repairing of 1000 KVA/11 KV Kirlosker make DG Set Stator.
Period of contract	15 Days.
Earnest Money Deposit (EMD) Amount	Not Applicable.
Last date & Time for Receipt of the Tender	05.01.2016, 14.00 Hrs.
Date of Tender bid Opening	05.01.2016, 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:	MANAGER/PLANNING M&S DEPARTMENT BHARAT HEAVY ELECTRICALS LIMITED RANIPET – 632 406 VELLORE DISTRICT TAMIL NADU
Venue of the Tender Opening	M&S Conference hall

Only for information purpose.

**Un registered vendors will be considered for the next tender
subjected to their eligibility.**

ISSUING OFFICER

**SIGNATURE OF THE TENDERER
WITH SEAL AND ADDRESS**

GENERAL INSTRUCTIONS TO TENDERERS

1. Tenders must be submitted in **sealed covers** and should be addressed to

**MANAGER/PLANNING,
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 Tenders will be received up to 14.00 Hrs on 05.01.2016 in the prescribed form and will be opened on 05.01.2016 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 tenderers concerned should duly sign all cancellations and corrections.
4. Tenderers 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 tenders, tender containing absurd rates and amounts, tenders which are incomplete or otherwise considered defective and tenders not in accordance with the tender conditions laid down by the Accepting Officer are liable for rejection.
6. Bidders are 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 currency of the contract.
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. **EARNEST MONEY DEPOSIT(EMD) IS NOT APPLICABLE.**
10. **SECURITY DEPOSIT(SD):**

- a) Security Deposit shall be collected from the successful tenderer. The rate of Security Deposit will be as below:

Upto Rs.10 Lakhs	:	10%
Above Rs.10 lakhs up to Rs.50 Lakhs	}	Rs. 10 lakhs : Rs.1 Lakh + 7.5% of the amount exceeding Rs.10 lakhs.

Above Rs.50 Lakhs : Rs. 4 Lakhs + 5% of the amount exceeding Rs.50 lakhs.

- b) Security Deposit may be furnished in any one of the following forms:

- i) Cash (as permissible under the Income Tax Act).
- ii) Pay Order, Demand Draft in favour of BHEL.
- iii) Local cheques of Scheduled Banks, subject to realization.

- iv) Securities available from Post Offices such as National Savings Certificates, Kisan Vikas Patras etc., (Certificates should be held in the name of Contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
- v) Bank Guarantee from Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.
- vi) Fixed Deposit Receipts issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the Contractor, A/C BHEL, duly discharged on the back.
- vii) Security Deposit shall also be recovered at the rate of 10% from the running Bills. However, in such cases at least 50% of the Security Deposit should be remitted before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD amount of the successful tenderer can be converted/adjusted against the SD.
- ix) **The security deposit shall not carry any interest.**

Note:

Acceptance of Security Deposit against Sl. No. (iv) and (vi) above will be subjected to Hypothecation or endorsement on the documents in favour BHEL. However, 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. The Earnest Money paid at the time of tender will be adjusted as part of the Security Deposit and the balance amount will be recovered by deduction from the running bills of the contractor at the rates mentioned above.

All compensation or other sums of money payable by the Contractor to BHEL under the terms of this contract or under any other contract with BHEL may be deducted from the Security Deposit or from any sums which may be due or may become due to the contractor by BHEL and in the event of this Security Deposit being deducted by reason of such deductions as aforesaid, the Contractor shall within 7 days thereafter, make good in cash or in securities endorsed as aforesaid, any sum by which the Security Deposit has been reduced.

If the contractor fails to execute the contract either fully or partially or violates the contract conditions leading to cancellation of the contract, the security deposit will be forfeited.

The entire security deposit amount so deposited/recovered will be refunded at the end of the contract period and after satisfactory completion of the work.

- 11. 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.
- 12. 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.
- 13. 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.
- 14. Words imparting the singular number shall also deemed to include the plural number and vice versa where the context so requires.

15. 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.
16. 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.
17. 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.
18. The "GENERAL INSTRUCTIONS TO TENDERERS" shall be deemed to form an integral part of contract for the work to be entered into.
19. 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.
20. 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.
21. The contractor shall quote all the applicable taxes in the offer and no tax will be paid after the issue of the contract.
22. Necessary 'COMPREHENSIVE INSURANCE' coverage is to be arranged by contractor for his material handling vehicle/drivers/ labors and also for third party liability.
23. In case the Bidder is not interested in submitting your quotation, they should return all the tender papers with a covering letter stating that your regrets for not submitting your offer for this tender.
24. 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.
25. 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.
26. The contractor shall indicate all the applicable taxes in the offer and any claim after the issue of contract will not be entertained.
27. In case if any Taxes not applicable, like due to threshold limit etc. Same may be clearly indicated in the offer by the Bidder.
28. **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.

29. 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.

The quoted rates shall also include expenditures towards complying statutory payments like Provident fund, ESI payments, bonus etc for the labourer & staff deployed in the work.

The contractor will be submitted service tax registration certificate to BHEL and claim the Service Tax from BHEL by submitting Tax invoice as per Rules & Regulations of Service Tax and the documentary evidence will have to be submitted along with the next bill. If for any reason, the contractor has to pay penalty, interest on service tax, the contractor has to bear such additional payment. BHEL will pay only the service tax at actual. The Bharat Heavy Electricals Limited will not entertain any claim in this regard.

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.

Any statutory variation in Service Tax Rate during contract period shall be reimbursed by the company based on claim by the Agency along with valid documentary evidence.

30. SET OFF Clause:

BHEL shall have the right to recover any money due from the contractor from any money due to the contractor under this contract or any other contract or from the security deposit.

31. Insurance, packing, forwarding and delivery are in contractor scope.

Transit insurance and off – BHEL storage insurance for the generator in the scope of the contractor. The approximate value of generator is Rs. 10,000/-.

32. Warranty: The repaired item will have a warranty of six months from the date dispatch. If the repaired equipment fails within the warranty period, the contractor should be carried-out re-work at free of cost including transportation & insurance immediately upon receiving information from BHEL, and ensure satisfactory performance.

PRICE BID

BILL OF QUANTITY

Name of work : Servicing & Repairing of 1000 KVA /11 KV Kirlosker make DG Set Stator.

Period of contract : 15 days.

Tender Notice no : BAP: M&S: TE: INS: 15: 021: DT: 30.12.2015.

SL. NO.	DESCRIPTION	UNIT	AMOUNT in Rs.
01	Machine Detail: 1000 KVA/11 KV Kirlosker make DGSet. Actual Findout: Motor winding End connection flash out / Melting of end termination conductors/Carbonizing of insulation) . Work to be carried out: Stator Dismantling, Loading, Transportation to vendor works, Replacing of Burnt out End connection of the winding, Main lead changing, improving insulation for entire winding, varnishing, armature testing, delivery to BHEL site , assembling, alignment and testing.	Lump sum	
02	Service Tax@_____%		
03	Total Amount		

Payment Terms:

90% payment shall be made after completing the servicing and acceptance by BHEL.

Balance 10% which is retained as security deposit will be paid after the warranty period of six months from the date of delivery of serviced DG Set stator at our works.

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.

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