

Name of Woks: WORKS CONTRACT FOR PROVIDING LUNCH AND SNACKS FOR COURSE PARTICIPANTS IN SCHOOL OF WELDING AT WRI, BHEL-TRICHY FOR 2017-18.

Enquiry No: 9001700036 /23.02.2017

BHARAT HEAVY ELECTRICALS LIMITED
TIRUCHIRAPPALLI-620 014
WORKS CONTRACTS MANAGEMENT

NOTICE INVITING TENDER

1.	Tender Ref No:	9001700023 / 23.02.2017
2.	Name of works	WORKS CONTRACT FOR PROVIDING LUNCH AND SNACKS FOR COURSE PARTICIPANTS IN SCHOOL OF WELDING AT WRI, BHEL-TRICHY FOR 2017-18.
3.	Location of work	WRI, BHEL-Trichy.
4.	Period of contract	12 months from the date of award of contract.
5.	Earnest Money Deposit	₹ 28,160/- (Rupees twenty eight thousand one hundred and sixty only)
6.	Tender Document details	<u>A] Technical Bid (Part-I)</u> ANNEXURE-1A (Technical Bid-Qualifying Criteria) - 02 Pages. ANNEXURE-1B (Scope of Work and Technical Terms & Conditions) - 03 Pages. ANNEXURE-1C (General Terms & Conditions of Contract) - 08 Pages <u>B] Price Bid (Part-II)</u> Annexure-II (Price bid) - 02 Pages.
7.	Address for Sending Tender Document along with EMD.	Senior Manager Works Contracts Management (WCM) Building 53,First Floor, BHEL-High Pressure Boiler Plant, Trichy - 620 014
8.	Last Date for submission of Tender Document	21.03.2017/ 10:00 Hrs.
9.	Date of Technical Bid Opening	21.03.2017/ 10:30 Hrs.
10.	Date of Price Bid Opening	Will be intimated separately to Technically qualified vendors.

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INSTRUCTIONS TO THE TENDERERS

The offer should be addressed to SENIOR MANAGER, Works Contracts Management, 53 Building, BHEL, Tiruchirappalli 620 014, to reach WCM Dept. on or before **21.03.2017 at 10:00 Hrs.** or the same may be dropped in the Tender Box kept at Works Contracts Management, 53 Building, BHEL, Tiruchirappalli 620 014.

Tenders will be opened on **21.03.2017 at 10:30 Hrs.** (IST) at Works Contracts Management, 53 Building, BHEL, Tiruchirappalli 620 014. BHEL shall not be responsible for any postal delay.

Bidder has to submit (1) Part-I (Techno-Commercial bid) (2) Part-II (Price bid) & (3) EMD draft in separate covers.

a. The first envelope shall contain DD / Pay order drawn in favor of BHEL, Trichy as EMD and super scribed as EMD Cover for NIT / Enquiry No.

Note: **1. Offer without EMD will be rejected.**

2. EMD may be submitted in the form of DD/Pay Order /Bankers Cheque drawn in favor of BHEL, Trichy (along with offer) or Electronic Fund Transfer credited in BHEL account (before Tender opening). EMD in any other form (Like FD / One Time EMD etc.) is not acceptable.

b. The second envelope shall be sealed and super scribed as Part-I (Technical Bid for NIT/Enquiry No.)

c. The third envelope shall contain only Part-II (Price bid) for the above work as per scope and to be quoted as per the format given in price bid. Any other information in price bid will not be considered. The envelope shall be sealed and super scribed as Price Bid for NIT / Enquiry No.

All the above three envelopes shall be kept into one cover ,sealed and super scribed as Tender Document for the work as per NIT (NIT/Enquiry No).

Note:

1. The contract will be awarded for a period of **12 Months** from the date of ordering.
2. The quoted rates shall be valid up to **180days** from date of Tender opening.
3. The rates shall remain firm for the entire period of the contract in case WO is awarded.
4. If the Contractor back outs after opening of tender, the contractor is liable for forfeiture of the EMD paid.
5. **Criteria for award of Work : Package Wise L1 based on “Net Cash outflow to BHEL after taking into account applicable Taxes and Duties”.**
6. In case of more than one L1 bidders, BHEL gets fresh revised reduced price bids from all such L1 bidders & ranking will be decided based on these revised bids. The new rates quoted should be lower than their previous L1 rates. In case if the revised bids submitted by L1 bidders is also same and none of the bidders are ready for further reduction in their rates, then L1 bidder will be selected on draw of lots.
7. BHEL reserves the right to increase or decrease the tendered quantity.
8. **BHEL does not guarantee any minimum quantity.**
9. Income Tax deduction at source as applicable in the IT Act from time to time will be made on the value of the bills in the absence of Income Tax Exemption Certificate from the concerned IT officer.
10. All the Statutory Obligations such as ESI, PF, Labor Acts, Factories Act, Service Tax, etc. will have to be taken care of by the vendor. BHEL will have no liability on them. Notwithstanding the above, if any demand notice is served by the concerned Statutory Authorities for recovery of any of their dues on BHEL, the same would be paid to the statutory authorities without notice to the vendor and recovered as a due from any pending / future bills.
11. In case contract is not executed by vendor after award and acceptance of contract, BHEL may exercise the right to forfeit EMD, Security Deposit / BG of such contractors and also suitable action will be taken by BHEL on those Contractors as deemed fit.

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12. MSE VENDORS:-

MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (Five years from the date of issue of acknowledgement in EM-II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format is provided as **Annexure-A** where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of bid opening (Part 1 in case of two part bid). Non submission of such documents will lead to consideration of their bids at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted officer.

Annexure - A

Certificate by Chartered Accountant on letter head

This is to Certify that M/S (Here in after referred to as 'company') having its registered office at is registered under MSMED Act 2006, (Entrepreneur Memorandum No. (Part - II) Dtd:, Category: (Micro/Small). (Copy enclosed).

Further Verified from the Books of Accounts that the investment of the company as per the latest audited financial year As per MSMED Act 2006 is as follows:

1. For Manufacturing Enterprises: Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No. S.O.1722 (E) dated October 5, 2006 :
Rs....Lacs.
2. For Service Enterprises: Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under MSMED Act, 2006 :
Rs...Lac.

(Strike off whichever is not applicable)

The above investment of Rs.Lacs is within permissible limit of Rs. Lacs for Micro / Small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro/Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322€ dated 01.11.2013 published in the gazette notification dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name –

Membership Number –

Seal of Chartered Accountant.

PART-I (TECHNO COMMERCIAL BID)

Technical Bid-Qualifying Criteria

A: Bidder Profile

1.	Name of the Agency /Laboratory /vendor.	
2.	Address:	
3.	Phone No.:	
4.	E-mail Address:	
5.	Name and Contact details of person for communication related to Tender	
6.	BHEL Vendor Code (If any)	
7.	PF Registration (No. & Date) (Copy of PF Registration to be attached)	
8.	ESI Registration (No. & Date) (Copy of ESI Registration to be attached)	
<p>Note:</p> <p>1. Vendors not having PF Registration /ESI Registration (as applicable) shall immediately get registered after award of work to comply with statutory requirements.</p> <p>2. If vendor fails to get PF / ESI / Labour License (As applicable) within 30 days of award of work, EMD / SD shall be forfeited and penal action shall be taken as per Extant rules of BHEL.</p>		

Contractor Signature

Contractor Seal

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B: Qualifying Criteria:

Sl. No	Qualifying Criteria	DETAILS
A	Earnest Money Deposit: (Amount: ₹ 28,160 /-) (Offer without EMD will be rejected.) (EMD will be waived off for SME/NSIC/SSI vendors upon verification.) (Copy of valid Certificate to be enclosed)	AMOUNT : ₹ _____ DD NO: _____ DD DATE: _____ ISSUING BANK : _____
B	Technical Competence :	
B.1	Minimum 1 year of experience of Hospitality Business in Indoor / Outdoor catering / Services. (Documentary evidence in terms of WO / Contract agreement / Completion certificate to be attached) Experience certificate from private organization to be supported by TDS (Tax Deducted at Source) certificate issued by the organization OR Form 26 AS or Bank statement for transaction of payment.	
C	Income Tax Registration : Income Tax registration Number (Copy of PAN to be attached)	
D	Service Tax Registration No: (Document to be attached) (Declaration to be attached if Vendor is Exempted from paying Service Tax.)	
E	Acceptance to Scope of Work (Annexure-1B), General Terms & Conditions of Contract (Annexure-1C).	

Contractor Signature

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ANNEXURE-IB

PART-I (TECHNO COMMERCIAL BID)

SCOPE OF WORK AND TECHNICAL TERMS & CONDITIONS

A. BILL OF QUANTITY

Sl.No	DESCRIPTION	Approximate QUANTITY (Nos.)
01.Menu for One person for High Tea:		
1.	Cream cake / Special Sweet [100 grams (any one)]	1000
2.	Veg. Puff / Cutlet / Cashew nut [50 grams (any one)]	
3.	Coffee / Tea [150 ml.]	
02.Menu for One person for Morning Coffee (between 10.30 hrs. and 11.00 hrs. daily)		
1.	Special Vada / Bonda / Special Samosa / Cutlet [100 grams (any one)]	6000
2.	Coffee [150 ml.]	
03.Menu for One Person for Evening Tea (between 15.30 hrs. and 16.00 hrs. daily)		
1.	Biscuits Good Day / Cream and Salt [50 Gms.]	6000
2.	Tea [150 ml.]	
04.Menu for One person BUFFET Lunch (between 12.45 hrs. and 13.30 hrs.) daily with adequate quantity		
1.	<u>SOUP</u> Tomato Soup / Sweet Corn Veg. Soup / Cream of Veg. Soup / Veg. Noodles Soup / Fruit Juices [One Variety daily (150 - 200 ml)]	6000
2.	<u>SALAD</u> Green Salad / Cucumber Salad / Carrot Salad / Tomato & Spring Onion [One Variety daily (150 grams)]	
3.	<u>INDIAN BREAD</u> Naan / Roti / Chappaties / Phulkas / South Indian Paratha / Wheat Paratha. [One Variety daily]	
4.	<u>RICE</u> Veg. Pulao / Green Peas Pulao / Mint Pulao /Chenna Masala Pulao / Veg. Fried Rice / Sambar Rice [Two Varieties daily]	
5.	<u>VEGETABLE DRY</u> Yellow Dhal / Veg. Curry / Veg. Chettinad / Veg. Khorma / Aloo Mutter / Dhal Mahkini / Brinjal Oil Fry / Chenna Masala / Green Peas Masala. [Two Varieties daily]	
6.	<u>RAITHA</u> Onion Raitha / Cucumber Raitha / Mixed Raitha [One Varieties daily]	
7.	Curd rice, Papad , Pickle, Mour Milagai [Daily]	
8.	<u>DESSERT</u> With Ice Cream, Gulab Jamun / Carrot Halwa / Pumpkin Halwa / Beetroot Halwa / Jangiri / Mysore Pak. [One Variety daily]	
9.	Mineral Water – Dispenser to be provided by the contractor [2 Refills daily]	

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B. SCOPE OF WORK

DETAILS OF CATERING MENU (2017-18)

1. Menu for One person for High Tea:

a.	Cream cake / Special Sweet	100 grams (any one)
b.	Veg. Puff / Cutlet / Cashew nut	50 grams (any one)
c.	Coffee / Tea	150 ml.

2. Menu for One person for Morning Tea (between 10.30 hrs. and 11.00 hrs. daily)

a.	Special Vada / Bonda / Special Samosa / Cutlet	100 grams (any one)
b.	Coffee	150 ml.

3. Menu for One Person for Evening Tea (between 15.30 hrs. and 16.00 hrs. daily)

a.	Biscuits Good Day / Cream and Salt	50 grams
b.	Tea	150 ml.

4. Menu for One person BUFFET Lunch (between 12.45 hrs. and 13.30 hrs.) daily with adequate quantity.

1.	SOUP Tomato Soup / Sweet Corn Veg. Soup / Cream of Veg. Soup / Veg. Noodles Soup / Fruit Juices	One Variety daily (150 – 200 ml) (Items to be changed daily)
2.	SALAD Green Salad / Cucumber Salad / Carrot Salad / Tomato – spring Onion	One Variety daily (150 grams) (Items to be changed daily)
3.	INDIAN BREAD Naan / Roti / Chappaties / Phulkas / South Indian Paratha / Wheat Paratha.	One Variety daily (Items to be changed daily)
4.	RICE Veg. Pulao / Green Peas Pulao / Mint Pulao / Chenna Masala Pulao / Veg. Fried Rice / Sambar Rice/Jeera Rice / Lemon Rice / Rice with sambar, rasam and mour .	Two Varieties daily (Items to be changed daily)
5.	VEGETABLE CURRY / DRY Yellow Dhal / Veg. Curry / Veg. Chettinad / Veg. Khorma / Aloo Mutter / Dhal Mahkini / Brinjal Oil Fry / Channa Masala / Green Peas Masala.	Two Varieties daily (Items to be changed daily)
6.	RAITHA Onion Raitha / Cucumber Raitha / Mixed Raitha	One variety daily
7.	Curd rice, Papad , Pickle, Mour Milagai	All Days
8.	DESSERT With Ice Cream, Gulab Jamun / Carrot Halwa / Pumpkin Halwa / Beetroot Halwa / Jangiri / Mysore Pak.	One Variety daily (Items to be changed daily)
9.	Mineral Water	2 Refills daily (Dispenser to be supplied by the Vendor)

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C. TECHNICAL TERMS & CONDITIONS:

1. The venue of services is at WRI, BHEL-Trichy.
2. The Rates quoted shall be operational from the date of awarding the contract for One year and the period of contract will be for One year from the date of commencement. Further extension of Contract period shall be mutually agreed. However, the contract may be terminated due to violations or Non-performance of the Contract conditions by giving one month's Notice only by BHEL.
3. Provision shall be made with SS Bain Marie (Food Warmer) at the dining hall to supply the food in hot condition.
4. High quality Ponni Rice and Cholesterol free oil shall be used for preparation.
5. Adequate quantity of food shall be brought and at any cause no shortage should be felt.
6. Professionally trained service Personnel in Neat uniform, White Cap with hand gloves are to be engaged while handling and serving the food.
7. The Caterer shall use new Crockeries and Cutleries, sufficient quantity of high quality Glass tumblers & tissue papers for service and maintain the same throughout the year.
8. The Caterer shall maintain Electric / Gas Stove in the Pantry for preparing Tea / Coffee.
9. The Service area and the Pantry shall be neatly cleaned by the caterer after each service.
10. Fresh Clean White table cloth with proper presentation shall be provided during service at dining hall.
11. Adequate Infrastructure (Electrical, Water, Service Tables & Chairs) facilities are available at the dining hall and Pantry rooms of WRI.
12. The minimum billable amount is 20 participants per day for all courses.
13. Bills for every month shall be prepared by the contractor on the basis of the quantity supplied based on no. of participants for each day. All consumers should have been served with all items as per the menu daily for effecting payment as per the numbers claimed. The leftover food and Plate waste after cleaning of vessels should be taken back by the contractor. Consolidated statement and Bills shall be prepared by the contractor on the last date of every month and submitted by 1st of every succeeding month to Sr. Engineer / Programme Officer and arrangements will be done by Finance Dept. for the payments by Electronic Fund Transfer (EFT) basis within 45 days from the date of receipt of bills.
14. In case of shortage / non supply of food items in time or if the food items supplied are not of expected quality, the total charges on account of alternative arrangements made by us to supply special lunch to our participants shall be deducted from the contractors running bills.

Contractor Signature

Contractor Seal

PART-I (TECHNO COMMERCIAL BID)

GENERAL TERMS & CONDITIONS OF CONTRACT

1. Definition:

In these General Conditions of Contract, the following terms shall have, I meaning hereby assigned to them, except where the context otherwise requires:

- a) The "Contract" means, the documents forming the tender and acceptance thereof, together with all the documents referred to therein including general and special conditions to contract. All these documents as applicable taken together shall be deemed to form one contract and shall be complementary to one another.
- b) The "Work" means, the work described in the tender documents in individual work orders as may be issued from time to time to the contractor by the Officer-In charge within the power conferred upon him including all notified or additional items of works and obligations to be carried out as required for the performance of contract.
- c) 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 persons composing the firm or Company or the successors of the firm or company and the permitted assigns of such individual or firm or Company.
- d) "The Officer-In charge" means, the Officer deputed by the respective area **HOD** to supervise the work or part of the work.
- e) "Approved" and "Directed" means, the approval or direction of the respective area **HOD** or person deputed by him for the particular purposes.
- f) "BHARAT HEAVY ELECTRICALS LIMITED" (hereinafter referred to as BHEL) shall mean the Board of Directors, Chairman, Executive Director, General Manager or, other Administrative Officer of the said Company including Sr.Manager / WCM authorised to invite tenders and enter into contract for works on behalf of the Company.
- g) The "Contract sum" means, the sum accepted or the sum calculated in accordance with the prices accepted in tender and / or the contract rates as payable to the contractor for the execution of the work during the currency of the contract.
- h) A "week" means, Seven Days, without regard to the number of hours worked or not worked in any day in that week.
- i) A "day" means, the day of 24 hours (TWENTY FOUR) irrespective of the number of hours worked or not worked in that day.

2. Heading to the Contract Conditions:

The heading to these conditions shall not affect the interpretations thereof.

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3. Work To Be Carried Out:

The Contract shall include all labour which may be required for the execution of the work.

The Contractor will be deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters affecting the execution of the work. No. extra charges consequent on any misunderstanding in these respects or otherwise will be allowed.

4. Deviations:

The contractor shall carry out any Scope of work as per instructions of Executing official.

5. Assignment of Transfer of Contract:

The Contractor shall not, without the prior written approval of the BHEL, assign or transfer the contract or any part thereof, or any share, or interest thereon to any other persons. No sum of money which may become payable under the contract shall be payable to any person, other than the contractor unless the prior written approval of the BHEL to the assignment or transfer of such money is given.

6. Sub-Contract:

The Contractor shall not sublet any portion of the contract without the prior written approval of the BHEL.

7. Compliance to Regulations and Bye-Laws:

The Contractor shall confirm to the provisions of any statute relating to the work and regulations and Bye- laws of any local authority. The Contractor shall be bound to give all notices required by statutory regulations or by-laws as aforesaid and to pay all fees and taxes payable to any authority in respect thereof.

8. Earnest Money Deposit (EMD) & Security Deposit (SD):

(1) EMD by the Tenderer will be forfeited if :

- i) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
- ii) The tenderer does not commence the work within the period as per LOI/ contract. In case the LOI / contract is silent in this regard then within 15 days after award of work.
- iii) EMD given by all unsuccessful tenderer will be refunded normally within 15 days of acceptance of award of work by successful tenderer.
- iv) EMD shall not carry any interest.
- v) EMD of successful vendor will be converted and adjusted against the security deposit.

(2) 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.

Modes of deposit:

The balance amount after adjusting of EMD to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms:

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- i) Cash (as permissible under the extant Income Tax Act)
- ii) Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL
- iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL
- iv) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)
- vi) Securities available from Indian Post offices such as National Savings Certificates,
- vii) Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)

(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith) The Earnest Money paid at the time of tender will be adjusted as part of the Security Deposit to a level of 50% of contract value before start of the work and the balance amount 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 realised by the sale of the securities or from the interest arising there from 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 or sale, 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.

(3) Security Deposit has to be deposited within 15 days of LOI/WO. Else EMD will be forfeited and may also attract the provision of "Suspension of Business dealings with Suppliers/Contractors".

9. Orders under the Contract:

All orders, notices etc. to be given under the contract shall be in writing, typescript or printed and if sent by registered post to the address given in the tender of the Contract, shall be deemed to have been served on the date, when in the ordinary course they would have been delivered to him. The Contractor shall carry out without delay all orders given to him.

Contractor shall be deemed to have included in his tender price of all the plant, machinery and appliances required for the purpose of all operations connected with the work embraced under the contract to secure a satisfactory quality of work and rate of progress which in the opinion of the " Contract Signing Officer" will ensure the completion of the work within the time specified. BHEL is having every right to split the schedule and to award the work to single or many parties on the lowest offered rates basis. This is a time bound contract for period mentioned, and does not envisage any extension of time / period.

Contractor Signature

Contractor Seal

10. Contractor's Supervision:

1. The Contractor shall either himself supervise the execution of the contract or shall appoint a competent agent acceptable to BHEL Officials.
2. Orders given to the Contractor's agent shall be considered to have the same force as if they have been given to the Contractor himself.
3. The Contractor or his accredited agent shall attend when required without making any claim for doing so to the OFFICER-INCHARGE, to receive instructions.
4. The respective area HOD shall have full powers and without assigning any reason, requires the Contractor to immediately cease to employ in connection with this contract, any agent, servant or employee where continued employment is, in his opinion undesirable. The Contractor shall not be allowed any compensation on this account.

11. Laws Governing the Contract:

The contract shall be governed by the Indian Laws for the time being in force.

12. Cancellation of Contract for Corrupt Acts:

BHEL, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued, shall accrue thereafter to BHEL cancel the contract in any of the following cases and the Contractor shall be liable to make payment to BHEL for any loss or damage resulting from any such cancellation to the same extent as provided in the case of cancellation for default.

If the Contractor shall:

a) Offer or give or agree to give to any person in BHEL service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for having borne to do any act, in relation to the obtaining or execution of this or any other contract for BHEL service,

OR

b) enter into a contract or understanding with any person in BHEL in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to BHEL,

OR

c) To obtain' a contract with BHEL as a result of ring tendering or by non-bonafide methods of competitive tendering, without first disclosing the fact in writing to BHEL.

13. Cancellation of Contract for Insolvency Assignment of Transfer or Subletting Of Contract:

BHEL, without prejudice to any other right or remedy, which shall have accrued or shall accrue thereafter to BHEL, shall cancel the contract in any of the following cases:

If the Contractor,

Contractor Signature

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a) Being an individual or if a firm any partner thereof shall at any time be adjudged bankrupt or have a receiving order for administration of his estate, made against him or shall take any proceedings for liquidation or composition under any bankruptcy Act or assignment of his effects of composition or arrangement for the benefit of his creditors or purport to do so, or if any application made under any Bankruptcy Act for the time being in force for the sequestration of his estate or if a trust deed be granted by him on behalf of his creditors.

OR

b) Being a Company, shall pass a resolution or Court shall make an order for the liquidation of its assets, or a receiver or Manager on behalf of the debenture holders shall be appointed or circumstances shall arise which entitle the Court or debenture holders to appoint a receiver or Manager.

OR

c) Assigns, Transfers, Sublets or attempts to assign, transfer or sublet any portion of the work without the prior written approval of the BHEL.

d) Whenever BHEL exercises the authority to cancel the contract under these conditions, BHEL may have the work done by any means at the Contractor's risks and expenses provided always that in the event of the cost of the work so done (as certified by the respective area **HOD**) being less than the contract cost, the advantage shall accrue to BHEL and if the cost exceeds the money due to Contractor under the contract, the Contractor shall either pay the excess amount ordered by the respective area **HOD** or the same shall be recovered from the Contractor by other means.

e) In case BHEL carries out the work under the provisions of this condition, the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and / or labour provided by BHEL with an addition of such percentage to cover superintendence and establishment charges as may be decided by the respective area **HOD** whose decision shall be final and conclusive.

f) Labour engaged by the contractor should be disciplined & exhibit good behaviour in dealing with employees of BHEL. Any misbehaviour or undesirable conduct of any person engaged by the contractor is reported, contractor shall change that person immediately or else it may even lead to termination of the contract & in such case security deposit will be forfeited as penalty.

14. Cancellation of Contract In Part or Full for Contractor's Default:

If the contractor:

a) makes default in carrying out the work as directed and continues in that state after a reasonable notice from the respective area **HOD** or his authorized representative:

b) fails to comply with any of the terms & conditions of the contract or failure to comply orders after reasonable notice in writing with orders properly issued thereunder:

BHEL, May without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to BHEL CANCEL the contract as whole or in part thereof or only such work order or items of work in default from the contract. Whenever BHEL exercises the authority to cancel the contract as a whole or part under this condition, BHEL may complete the work at the contractor's risk and cost (as certified by the respective area **HOD** which is final and conclusive) being less than the contract cost

Contractor Signature

Contractor Seal

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, the advantage shall accrue to BHEL. If the cost exceeds the money due to the Contractor under this contract, the Contractor shall either pay the excess amount ordered by the respective area **HOD** or the same shall be recovered from the Contractor by other means. In case BHEL carries out the work or any part thereof under the provisions of the conditions the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plant and/or labour provided by BHEL with an addition of such percentage to cover the superintendence and establishment charges as may be decided by the respective area **HOD** whose decision shall be final and conclusive.

15. Termination of Contract on Death of Contractor:

Without prejudice to any of the rights or remedies under this contract, if the Contractor dies, or if the firm is dissolved or the company is liquidated, BHEL shall have the option of terminating the contract without compensation to the Contractor.

16. Special Power to Termination:

If at any time after the award of contract, BHEL shall for any reason whatsoever not require whole or any part of the work to be carried out the respective area **HOD** shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the foreclosing of the work.

17. Submission and Processing of Bills:

Payment of Bills:

1. Payment will be made after completion of work on pro-rata basis on acceptance and certification of bills by BHEL Engineer.
2. Payment shall be made against Certification by respective area **Engineer in charge**.

The Contractor at the end of each month shall submit a bill in triplicate detailing the various items of work done during the month supported by the requisitions issued from time to time. The Contractor shall, once in every month, submit to the respective area **HOD** separately details of their claims for the work done by them up to and including the previous month which are not covered by their contract agreement in any of the following respects:

- a) Deviation from the items provided in the contract documents.
- b) Extra items / new items of work.
- c) Items in respect of which rates have not been settled. He should in addition furnish a clear certificate to the effect that the claims submitted by him as aforesaid cover all his claims and that no further claims shall be raised by him in respect of the work done up to and including the period under report. Payment will be at the sole discretion of BHEL.

Contractor Signature

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18. Recovery from Contractor:

Whenever under the contract, any sum of money, shall be recoverable from or payable by the Contractor, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the contract or under any other contract with BHEL or from his Security Deposit unless the contractor pays the claim on demand.

19. Post- Technical Audit of Work and Bills:

BHEL reserves the right to carry out the post-payment Audit and technical examination of the work and final bill including all supporting vouchers, abstracts etc., and enforce recovery of any sum becoming due as a result thereof in the manner provided in the presiding sub- paragraphs. However no such recovery shall be enforced after three years of passing the final bill.

20. Refund of Security Deposit:

The Security Deposit mentioned in condition **8** above may be refunded to the Contractor after a period of 6 months on termination or expiry of the contract provided always that the Contractor shall first have been paid the last and final bill and have rendered a "NO DEMAND CERTIFICATE".

21. Force Majeure Clause:

If, at any time during the continuance of this Contract the performance in whole or in part by either party of any obligations under this Contract shall be prevented or delayed by reason of any War, Hostile acts of the public enemy Civil Commotion, Epidemics, or Acts of God (Floods, Storm/Cyclone, Hurricane, Earthquake etc.) then provided notice of happening of any such event is given by either party to other within 7 days from the date of occurrence thereof neither of the parties shall by reason of such event be entitled to terminate this Contract or claim for damages against the other in respect of such non-performance or delay for such period. Performance under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If the performance in whole or part of any obligation under this Contract is prevented or delayed by reason of any such event, claims for extension of time may be granted for periods considered reasonable by the respective area **HOD** at his discretion subject to prompt notification by the contractor.

22. Arbitration:

All disputes between the parties to the contract, arising out of or relating to the contract, other than those for which the decision of the respective area **HOD** or Accepting Officer or any other person is by the contract expressed to be final and conclusive shall after written notice by either party to the contract to the other party be referred to the Arbitrator, to be appointed by the GENERAL MANAGER of BHEL in his sole discretion. Unless the parties otherwise agree, such reference shall not take place until after the completion, alleged completion or abandonment of the work of the determination of the contract. The venue of Arbitration shall be such a place or places, as may be fixed by the Arbitrator in his sole discretion. The award of the Arbitrator shall be final, conclusive and binding on both parties to the contract.

Contractor Signature

Contractor Seal

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23. Signing Of Contract:

Each contract document shall be signed by the Contractor with his usual signature. Contract by partnership or Hindu Joint Family firm, may be signed in the FIRM'S name by the Managing Partner or all /one of the Partners on behalf of the firm or the Karta or Manager for HUF as the case may be. Contract by a Company shall be signed with the name of the Company from a person authorised in this behalf and a Resolution or power of attorney or other satisfactory proof, showing that the person signing the Contract documents on behalf of the Company is duly authorised to do so, shall accompany the contract.

24. LIQUIDATED DAMAGES (LD)/PENALTY:

If the contractor fails to complete the service/work as per terms & conditions of the order within the delivery schedule,

- a) In case of shortage / non supply of food items in time or if the food items supplied are not of expected quality, the total charges (after adding an overhead of 30%) on account of alternative arrangements made by us to supply special lunch to our participants shall be deducted from the contractors running bills. LD shall be subject to maximum of 10 % of total awarded value.
- b) In case of any change to the order value, the LD shall be subject to a maximum of 10% of the revised order value.

25. 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.

26. SUSPENSION OF BUSINESS DEALINGS WITH SUPPLIERS / CONTRACTORS:

Penal action can be initiated on the suppliers / Contractors in line with extant 'Guidelines for Suspension of Business Dealings with Suppliers/ Contractors. The abridged version of extant 'Guidelines for suspension of business dealings with suppliers/ contractors' has been uploaded on <http://www.bhel.com> on "supplier registration page".

27. RISK PURCHASE:

a) In the event of any successful Tenderer's failure to fulfil any of the tender / Contract obligations as per Contract / Agreement, BHEL may entrust the job to alternate vendor and get it completed to meet the BHEL requirement and additional expenditure, if any, including consequential cost viz., demurrage etc., will be fully recovered from the Contractor who failed to complete the job in line with the Contract.

- c) The decision of BHEL with regard to the actual losses / consequential expenditure incurred by BHEL shall be final and binding on the Contractor

Contractor Signature

Contractor Seal

PART- II (PRICE BID)

ANNEXURE-II

Name of Vendor:

Instructions related to Price Bid

01. Rates should be quoted in figures and words and are to be identical if not, the prices in the words will be considered as correct and the same shall be valid and binding.
 - (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 will 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.
02. The Rate should be quoted exclusive of Service Tax and inclusive of any taxes and duties levied or to be levied both by Central and State Government authorities from time to time. Service Tax will be paid extra on production of documentary evidence.
03. Quotation should be valid for a period of six months from the date of Tender opening.
04. The rate quoted shall remain firm and valid up to contract period and no extra payment will be reimbursed to the contractor by BHEL. Any increase of DA/ wages to the contract labor shall be absorbed by the contractor themselves during the period of contract.

NOTE:

1. **Criteria for award of Work: Package wise L1 taking into account all items of price bid based on Net cash outflow to BHEL.**
2. No other pre conditions along with your offer will be entertained by BHEL
3. The signature at the bottom of the rate schedule confirms that the Tenderer had read and accepted all the Terms and conditions in Tender Schedule, also rate quoted with inclusive of any taxes and duties levied and excluding Service Tax etc. has been considered by the tenderer for the total contract period while quoting the above rates.
4. In case of more than one bidders quoting the lowest rate, revised price bids shall be invited from all such bidders and ranking will be made based on rates quoted in revised bid. The revised rates quoted by bidders should be lower than their previous rates. In case, the revised bids submitted by more than one bidder is also same and none of the bidders are ready for further reduction in their rates, L1 bidder will be selected based on draw of lots.

Contractor Signature

Contractor Seal

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ANNEXURE-II

PART-II (PRICE BID)

Sl.No	DESCRIPTION	Appro x.Qty (Nos.)	RATE (₹ / Unit)	AMOUNT (₹)
01.Menu for One person for High Tea:				
1.	Cream cake / Special Sweet[100 grams (any one)]	1000		
2.	Veg. Puff / Cutlet / Cashew nut.[50 grams (any one)]			
3.	Coffee / Tea [150 ml.]			
02.Menu for One person for Morning Coffee (between 10.30 hrs. and 11.00 hrs. daily)				
1.	Special Vada / Bonda / Special Samosa / Cutlet [100 grams(Any one)]	6000		
2.	Coffee [150 ml.]			
03.Menu for One Person for Evening Tea (between 15.30 hrs. and 16.00 hrs. daily)				
1.	Biscuits Good Day / Cream and Salt [50 Gms.]	6000		
2.	Tea [150 ml.]			
04.Menu for One person BUFFET Lunch (between 12.45 hrs. and 13.30 hrs. daily)				
1.	SOUP Tomato Soup / Sweet Corn Veg. Soup / Cream of Veg. Soup / Veg. Noodles Soup / Fruit Juices [One Variety daily (150 - 200 ml)]	6000		
2.	SALAD Green Salad / Cucumber Salad / Carrot Salad / Tomato & Spring Onion [One Variety daily (150 grams)]			
3.	INDIAN BREAD Naan / Roti / Chappaties / Phulkas / South Indian Paratha / Wheat Paratha. [One Variety daily]			
4.	RICE Veg. Pulao / Green Peas Pulao / Mint Pulao /Chenna Masala Pulao / Veg. Fried Rice / Sambar Rice. [Two Varieties daily]			
5.	VEGETABLE DRY Yellow Dhal / Veg. Curry / Veg. Chettinad / Veg. Khorma / Aloo Mutter / Dhal Mahkini / Brinjal Oil Fry / Chenna Masala / Green Peas Masala. [Two Varieties daily]			
6.	RAITHA Onion Raitha / Cucumber Raitha / Mixed Raitha [One Varieties daily]			
7.	Curd rice, Papad , Pickle, Mour Milagai [Daily]			
8.	DESSERT With Ice Cream, Gulab Jamun / Carrot Halwa / Pumpkin Halwa / Beetroot Halwa / Jangiri / Mysore Pak. [One Variety daily]			
9.	Mineral Water – Dispenser to be provided by the contractor [2 Refills daily]			
TOTAL EXCLUDING SERVICE TAX (₹)				
SERVICE TAX @ ----- % (₹)				
TOTAL INCLUDING SERVICE TAX (₹)				
				Contractor Signature Contractor Seal