

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES DEPARTMENT

☎: (0431) 2575010 Fax: (0431) 2576805

e-mail: umadsankar@bheltry.co.in



ISO 9001

ENQ No: 9241700021

06.06.2017

NOTICE INVITING TENDER

Sub: **Annual cleaning and Oil top up contract for Bay 1 to 12, 1A & 1B of bldg. 1, bldg. 6, bldg 3, bldg. 7, MMO/Bldg 50 & DSPS, ATP.– Reg.**

Ref: Enquiry no: 9241700021 Dated 06/06/2017. Due date: 04/07/2017, 14.00 Hrs.

Tender of the following work should be submitted in a sealed cover consisting of three inner sealed covers such as 1) EMD cover, 2) Technical bid cover & 3) Price bid cover, all super- scribing the name of work, enquiry number etc.

- 1) EMD cover shall contain requisite **EMD of Rs.37,990/-** remitted in cash (as permissible under Income Tax Act)/Electronic Fund Transfer credited in BHEL account before tender opening or Banker's cheque/Pay order/Demand Draft in favour of M/S BHEL Trichy. Tender without EMD will be summarily rejected and the Technical bid & price bid shall not be considered.
- 2) Technical bid cover shall contain duly filled in Technical bid document signed by the tenderer in all the pages with documentary evidences for pre-qualification such as experience, value of work executed in the similar nature of work etc. Any bid without proper documentary evidence for pre-qualification shall not be considered for further evaluation.
- 3) One set of unpriced bid of Contract Work Schedule duly signed by the tenderer for accepting the work content (BOM) should be submitted along with the Technical bid for technical evaluation.
- 4) The price bid cover shall contain price bid document duly filled in and signed by the tenderer in all the pages. The tenderer has to quote most competitive rates for all the items given in the Bill of Quantities in price bid.

The complete Technical bid and price bid along with requisite **EMD of Rs.37,990/-** shall reach the office of the undersigned on or before 04/07/2017 at 14.00 Hrs.

MSE suppliers can avail EMD Waiver 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 Enclosed). Tenders without EMD/MSME proof as detailed above will be summarily rejected.

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The Technical bid will be opened on the same day at 14.30 hrs. In case of opening day falls on holiday or happened to be declared as a holiday the receipt and opening of the tender shall automatically fall on the same timing of the next working day. Date and time of opening of the Price Bid shall be intimated only to the bidders those who have qualified after evaluation of the Technical bid. You / Your authorized representative may participate in the tender opening.

Clarification if any can be obtained from the undersigned.

Kindly acknowledge the receipt of the entire set of tender document.

Thanking you,

Yours faithfully,

For Bharat Heavy Electricals Limited,

Engineer

Contracts

Maintenance & Services Dept

Encl:

- 1) NIT – Notice Inviting tender (Consists of Preamble, Technical Bid & price bid)

Tender should be addressed to: **THE ENGINEER,**

MAINTENANCE & SERVICES / CONTRACTS,

2&4 BUILDING, BHARAT HEAVY ELECTRICALS LIMITED,

HIGH PRESSURE BOILER PLANT,

TIRUCHIRAPPALLI - 620014,

TAMILNADU

Sign & Seal of Contractor

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NOTICE INVITING TENDER

01.	Name of work	Annual cleaning and Oil top up contract for Bay 1 to 12, 1A & 1B of bldg. 1, bldg. 6, bldg 3, bldg. 7, MMO/Bldg 50 & DSPS, ATP
02.	Earnest Money Deposit	Rs.37,990/-
03.	Duration of the contract	1 Year (From the date of commencement of the work)
04.	Last Date for Receipt of Tender	14.00 Hrs on 04/07/2017
05.	Date of Technical Bid Opening	14.30 Hrs on 04/07/2017
05.	Date of Price Bid Opening	Will be intimated to those who are Qualified separately.
07.	Guarantee Period	Not applicable

The Tender documents can be down loaded from BHEL website (www.bhel.com) / govt. website (www.tenders.gov.in) at free of cost.

Tender document contains 17 Pages (Technical Bid – 16 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

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TECHNICAL BID

NAME OF THE WORK: **Annual cleaning and Oil top up contract for Bay 1 to 12, 1A & 1B of bldg. 1, bldg. 6, bldg 3, bldg. 7, MMO/Bldg 50 & DSPS, ATP**

Enquiry no: 9241700021 Dated 06/06/2017. Due date: 04/07/2017, 14.00 Hrs.

PRE-QUALIFICATION CRITERIA

The following eligibility criteria shall be complied to fulfill the Technical bid:-

Sl. No	Description	Vendor to confirm
1	Only those BIDDER/SERVICE PROVIDER, who have experience in executing Maintenance Contract involving Oil management and Cleaning/ Fabrication / Maintenance of Machine/Facilities in any engineering industry in the last five years (as on tender date) are eligible to participate in the tender. Work order copies of the POs proving the same are to be enclosed. Otherwise offer is liable for rejection. Bidder to confirm.	
2	Name and contact details like E-mail, Phone number, Fax no, etc. of the customer / company where the maintenance contract is executed. Bidder to confirm	
3	BHEL may verify the information provided by vendor. In case the information provided by vendor is found to be false / incorrect, the offer shall be rejected. Bidder to confirm.	
4	PAN Number (Copy to be Enclosed)	
5	Service tax Registration Number (If applicable) – Certificate copy to be enclosed	
6	Acceptance for Scope of Work as per the Enquiry	
7	Acceptance for All Terms & Conditions as per the Enquiry	
8	The bidder along with its associate/collaborators/sub-contractors/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 any fraud or suspected fraud as soon as it comes to their notice.	

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1.CLEANING & OIL TOP-UP FOR DSPS & ATP

Sl.No	SCOPE OF WORK	QTY
A1	Oil top-up and cleaning of Hydraulic tanks, Lubrication tanks and Gear boxes in all machines of DSPS & ATP. Hydraulic/Lubrication Tanks and Gear boxes:342 (Approximately) Grease points:58 Scope of work for Oil top-up: 1.Check the oil level in the various tanks and top up them as necessary with the correct grade of oil as identified for each tank. 2.Maintain record of Oil filling - machine wise as per BHEL format. 3.Fill oil in the tanks when there is unexpected leakage due to hose/line failures at any time. 4.Check the system daily for any leakage of oil and the leakages should be arrested. Inform the same to the MMO Supervisor (by way of recording in the register). 5.Completely drain the oil in the Hydraulic tank in case of any sporadic contamination, clean the tank and fill with new oil. (Except for 8000T presses, 2000T press and 1000T Press) 6.Provide unskilled assistance in movement of oil barrels from stores to the work area and waste oil to disposal stores/ reclamation area. 7.For newly commissioned machines oil top-up, continuous monitoring & maintain records should also be carried out. NOTE FOR OIL TOP-UP: 1)Activity 1 to 7, to be carried out on daily basis. 2)Any spillage of oil on the floor due to leakage / topping up etc to be cleaned by the contractor. 3)The oil storage room should be maintained neatly and to keep the oil barrel in grade wise properly. 4)Contractor should supply manpowers on every working day. 5)Carrying out the above activity for one month is considered as one cycle and the bill for each cycle shall be claimed as and when the work is completed for each cycle. 12 Such cycles to be carried out in a year. Scope of work for Cleaning of HYDRAULIC/ LUBRICATION TANKS & GEAR BOXES : 1.Clean the hydraulic power pack and all the lubrication systems involving pumps, valves, motors, pipelines, gear boxes, filters, etc. free of dust & check oil in each machine. 2.Clean the area underneath and around the hydraulic/lubrication system, pipelines, valves free of leakage oil. 3.Check the system for any leakage of oil by switching ON the hydraulic / lubrication system and arrest all minor leakages, which can be done by tightening the fittings immediately, for which the hand tools will be provided by BHEL free of cost. 4.Any leakages involving replacement of spares for arresting should be informed to the MMO Supervisor	12 NO

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Sl.No	SCOPE OF WORK	QTY
	NOTE FOR CLEANING: 1) Activity 1 to 4, to be carried out in identified machines as per list two times in 30 days and it will be considered as one cycle. 2) For claiming one bill, the contractor has to complete the above scope two times in a month which is considered as one cycle. 3) First cleaning should be completed within first 15 days of the month and the second cleaning should be done in the next 15 days of the month. The second cleaning should start after completion of first cleaning. 4) Total no. of cycles is 12 nos. 5) Contract period is one year . BHEL SCOPE OF SUPPLY: BHEL shall provide the following at free of cost: 1. Handling facility like trolley for movement of barrels. 2. Required consumables like cotton waste, kerosene, dungry cloth ,fasteners,etc . 3.Respective grade of oil and grease	

2.CLEANING & OIL TOP-UP CONTRACTS FOR MMO/BLDG 50

Sl.No	SCOPE OF WORK					QTY
B1	CLEANING & OIL TOP-UP FOR BAY 3-5					12 NO
	HYDRAULIC OIL TOP UP, CLEANING, LUBRICATION, GREASING OF MACHINES/FACILITIES OF HYD/LUB SYSTEMS AT BAY 3 TO BAY 5 IN BLDG NO-50 AS PER THE SCOPE GIVEN BELOW MACHINE TYPE, HYD AND LUB SYSTEM DETAIL IS AS BELOW:					
	S.No	M/C Type	Loc no	Bay	OilGrade Hyd/Lub TankCapacity	
	1.	VOP	Loc No:33880035	Bay 3	S.S 68 1100 L	
	2.	IPW II	Loc No:29880101	Bay 3	S.S 32 420 L	
	3.	SQ.PRESS	Loc No:33550059	Bay 3	S.S 68 1000 L	
	4.	SIZING PRESS	Loc No:33340250	Bay 3	S.S 68 300 L	
	5.	CH6/127	Loc No:38723505	Bay 3	S.S 32 650 L	
	6.	WE100	Loc No:38912021	Bay 3	S.S 46 600 L	
	7.	IPW-III	Loc No:29882025	Bay 4	S.S 32 420 L	
	8.	WE100	Loc No:38912022	Bay4	S.S 46 420 L	
	9.	SYSTEM BENDER FLIPPING	Loc No:38892082	Bay 4	S.S 68 1450 L	
	10.	SQUEEZING PRESS	Loc No:33552038	Bay 4	S.S 68 200 L	
	11.	Pema/PPM	Loc No:28873495	Bay 5	S.S 46 1300 L	
	12.	Deuma	Loc No:28872139	Bay 5	S.S 68 600 L	
13.	CNC HERBER	Loc No:38723505	Bay 3	S.S 32 420 L		
*The Greasing points of machines/facilities is around 150 nos.						

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Sl.No	SCOPE OF WORK	QTY
	Delivery Schedule of work: The above work shall be completed within 30 days covering all 13 machines with 13 hydraulic power packs & lub tanks listed below which is considered as one cycle for which required manpower should be deployed in all working days including sundays. Total No of cycles required: 12 IMPORTANT NOTE: IF THE CONTRACTOR PERFORMANCE IS NOT ABLE TO FULFILL AS PER ENQUIRY REQUIREMENT, THEN CONTRACT SHALL BE SHORT CLOSED AT ANY POINT OF TIME. Common terms and condition for line item no- B1, B2 and B3. i)Scope of work: The following activities are to be carried out by the contractor for the above description of work: A. (i)Cleaning the hydraulic system of described machines fairly without any oil traces. (ii)Providing Labour Assistance for changing the worn out/damaged components such as oil hoses, valves, high pressure pipe fittings, etc to arrest oil leak. iii)Oil top up/change with proper grade of oil in the respective hyd/lub.tanks. (iv)The Greasing points of machines/facilities is around 150 nos. (v)Maintaining the records for oil Top-up/change of oil. B. 1.Cleaning of all hydraulic power packs and its hydraulic components (All types of valves, manifolds, pipe lines, hose fitting, gauges, filter blocks, heat exchangers tanks, cylinders in and around the machines without oil traces. For each and every machine corresponding hydraulic tanks outside surface, power pack outside surface and Oil control Valves must be cleaned thoroughly. 2.All leakage oil shall be collected from machine bottom cellar and pits. The unusable Collected oil shall be stored in separate drums mentioning the oil grade which is to be send for reclamation/disposal stores. Machine bottom floor, facility bottom floor and Hyd power pack surrounding area shall be cleaned. 3. All the leakage points like leak in joints, valves, pump gland, power pack tank flange joints ,etc in hydraulic & lubrication system, hydraulic power pack shall be identified during day to day cleaning and informed to the MMO supervisors and note down in the oil log book for arresting the leakage. Semiskilled fitter with minimum qualification of 10th std,who shall be able to differentiate various grade of oil(like SS 32,SS 46,SS 68) shall be provided to arrest oil leak with MMO fitter. 4. All machines shall be checked for correct oil level and filling/ topping up to be done in a periodical manner. 5. Changing of Hydraulic and lubricating oil grade is to be decided by MMO supervisors as per requirement. To change/replace the lub/hyd. oil, the existing oil shall be completely removed and filled in the separate barrels . The hydraulic tank inside, filters and oil level indicators are to be cleaned with dungry cloth and not by cotton waste. Correct grade fresh oil shall be filled up up to the required level. All top cover of hydraulic /Lub.oil tanks shall be properly tightened with screws.	

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Sl.No	SCOPE OF WORK	QTY
	6. In the similar way, change of oil /oil top-up shall be done for all gear boxes in the machine's facilities area. 7.Empty oil drums must be filled with right grade of used oil and sent to reclamation/disposal stores accordingly. 8.Movement of oil barrels from inflammable stores to MMO/Bldg.-50 and movement of unusable collected oil to Reclamation/disposal store with contractor' manpower. 9.Oil storage area is to be properly cleaned and Empty and full barrels are to be stacked in the respective marked area, stacking the used oil in a separate place as per the instruction of MMO Supervisor. 10.All necessary Hand tools for arresting oil leak(Spanners set, pipe wrenches, Allen key set, Screw spanners) shall be provided by the contractor. 11.All greasing points in the plummer blocks,pillow blocks, guide ways,Chain and sprockets in drives, machines greasing points are to be filled with necessary grade of grease by manually using grease gun. The greasing scheduling is to be done as per instruction of MMO supervisor. 12.The contractor shall mobilise required manpower on all the working days. 13.Attendance record for daily manpower, daily log for machine oil /facility cleaning, oil filled/changed/top-up details in each machine is to be recorded in log book, maintained and to be signed by corresponding Area Supervisors/MMO. The Area supervisor shall maintain a logbook regarding oil receipt, daily consumption and balance of respective grade of oil. 14. Area Maintenance Executive shall review the records periodically. ii)BHEL SCOPE OF SUPPLY: BHEL shall provide the following free of cost: 1.Handling facility like trolley for movement of barrels. 2.Required consumables like cotton waste, kerosene, dungry cloth ,fasteners,etc . 3.Oil filtering equipment for filtering and cleaning the oil. 4.Respective grade of oil,grease. NOTE: 1. The area MMO supervisor /Executive shall issue the lubrication schedule to the contractor. 2. In case of emergency, the contractor shall top up oil wherever required by the maintenance supervisor. 3.NO MACHINE SHALL BE IDLE FOR WANT OF OIL AT ANY POINT OF TIME.IT IS THE RESPONSIBILITY OF CONTRACTOR. 4.Area MMO supervisor get clearance from the machine operator/production supervisor for cleaning of machine/facilities and allocate the contractor personnel for cleaning the work. 5.The contractor shall get the counter signature from the area executive with regard to the wages given to their employees.	

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Sl.No	SCOPE OF WORK					QTY
B2	CLEANING & OIL TOP UP FOR BAY 5A -8					12 NO
HYDRAULIC OIL TOP UP, CLEANING, LUBRICATION, GREASING OF MACHINES/FACILITIES OF HYD/LUB SYSTEMS AT BAY 5A TO BAY 8 IN BLDG NO-50 AS PER THE COMMON SCOPE & MACHINE LIST GIVEN BELOW:						
MACHINE TYPE, HYD AND LUB SYSTEM DETAIL IS AS BELOW:						
S.No	M/C Type	Loc no	Bay	OilGrade	Hyd/Lub TankCapacity	
1.	NEW SYSTEM BENDER-KKK	Loc No:38894171	Bay 6	SS 46	2500 L	
2.	New Flash Butt	Loc No:29843902	Bay 7	SS 32	300 L	
3.	Pines Tube Bending m/c	Loc No:38724177	Bay 7	SS 68	630 L	
4.	Pines Tube Bending m/c	Loc No:38724178	Bay 8	SS 68	630 L	
5.	WE-100 Tube Bending m/c	Loc No:38912506	Bay 7	SS 46	600 L	
6.	Tube squeezing and sizing presss	Loc No:33344138	Bay 8	SS 68	100 L	
7.	FBW-I	Loc No:29840026	Bay 7	SS 32	150 L	
8.	FBW-II	Loc No:29840098	Bay 7	SS 32	150 L	
9.	New Pull Out Machine		Bay 7	SS 46	250 L	
10.	CNC HERBER	Loc No:3872 3506	Bay 7	SS 32	410 L	
11.	CH-6/127	Loc No:38720011	Bay 8	SS 32	650 L	
12.	CNC 100	Loc No:38922100	Bay 6	SS 46	720 L	
13.	Straightening Press	Loc No:38922100	Bay 5A	SS 46	100 L	
14.	IPW m/c	Loc No:29880042	Bay 8	SS 68	420 L	
*The Greasing points of machines/facilities is around 150 nos.						
Delivery Schedule of work. The above work shall be completed within 30 days covering all 14 machines with 14 hydraulic power packs & lub tanks listed below which is considered as one cycle for which required manpower should be deployed in all working days including sundays.						
Total No of cycles required: 12						
IMPORTANT NOTE: IF THE CONTRACTOR PERFORMANCE IS NOT ABLE TO FULFILL AS PER ENQUIRY REQUIREMENT, THEN CONTRACT SHALL BE SHORT CLOSED AT ANY POINT OF TIME.						

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Sl.No	SCOPE OF WORK	QTY																																																																																																																																					
B3	CLEANING & OIL TOP UP FOR BAY A,1 & 2 HYDRAULIC OIL TOP UP, CLEANING, LUBRICATION, GREASING OF MACHINES/FACILITIES OF HYD/LUB SYSTEMS AT M&S570M (Bay A, Bay I and Bay2) in BLDG NO-50 AS PER THE COMMON SCOPE & MACHINE LIST GIVEN BELOW: MACHINE TYPE, HYD AND LUB SYSTEM DETAIL IS AS BELOW: <table><tr><th>S.No</th><th>M/C</th><th>Type</th><th>Loc no</th><th>Bay</th><th>Oil Grade</th><th>Tank Capacity</th></tr><tr><td>1.</td><td>ATCEP</td><td></td><td>Loc No:59592014</td><td>Bay A</td><td>S.S 68</td><td>550 L</td></tr><tr><td>2.</td><td>New ATCEP I</td><td></td><td>Loc No:59593493</td><td>Bay A</td><td>S.S 68</td><td>75 L</td></tr><tr><td>3.</td><td>NEW ATCEP II</td><td></td><td>Loc No:59594051</td><td>Bay A</td><td>S.S 32</td><td>155 L</td></tr><tr><td>4.</td><td>STB II (bay2)</td><td></td><td>Loc No:28290100</td><td>Bay A</td><td>S.S 68</td><td>100 L</td></tr><tr><td>5.</td><td>STB IV (Bay4)</td><td></td><td>Loc No:28292052</td><td>Bay A</td><td>S.S 68</td><td>100 L</td></tr><tr><td>6.</td><td>New TSM 100</td><td></td><td></td><td>Bay A</td><td>SS 46</td><td>1400 L</td></tr><tr><td>7.</td><td>IND Tools</td><td></td><td>Loc No:59672878</td><td>Bay A</td><td>SS 68</td><td>100L</td></tr><tr><td>8.</td><td>MCO(NEW)</td><td></td><td>Loc No:59513470</td><td>Bay A</td><td>S.S 32</td><td>100(2)L</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>S.S 68</td><td>15 L</td></tr><tr><td>9.</td><td>MCO-II</td><td></td><td>Loc No:59510036</td><td>Bay A</td><td>S.S 32</td><td>75 L</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>S.S 32 5 L</td></tr><tr><td>10.</td><td>MCO-III</td><td></td><td>Loc No:59510037</td><td>Bay A</td><td>S.S 32</td><td>75 L</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>S.S 32 5 L</td></tr><tr><td>11.</td><td>NEW MCO II</td><td></td><td>Loc No:59514122</td><td>Bay A</td><td>S.S 32</td><td>100(2)L</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>S.S 32 15 L</td></tr><tr><td>12.</td><td>20 Torch</td><td></td><td>Loc No:28873903</td><td>Bay 1</td><td>S.S 32</td><td>420 L</td></tr><tr><td>13.</td><td>FFW</td><td></td><td>Loc No:28873495</td><td>Bay 2</td><td>S.S 46</td><td>600 L</td></tr><tr><td>14</td><td>PPM II</td><td></td><td>Loc No:28870093</td><td>Bay 2</td><td>S.S 46</td><td>600 L</td></tr></table> *The Greasing points of machines/facilities is around 150 nos. Delivery Schedule of work: The above work shall be completed within 30 days covering all 14 machines with 20 hydraulic power packs & lub tanks listed below which is considered as one cycle for which required manpower should be deployed in all working days including sundays. Total No of cycles required: 12 IMPORTANT NOTE: IF THE CONTRACTOR PERFORMANCE NOT ABLE TO FULFILL AS PER ENQUIRY REQUIREMENT, THEN THE CONTRACT SHALL BE SHORT CLOSED AT ANY TIME.	S.No	M/C	Type	Loc no	Bay	Oil Grade	Tank Capacity	1.	ATCEP		Loc No:59592014	Bay A	S.S 68	550 L	2.	New ATCEP I		Loc No:59593493	Bay A	S.S 68	75 L	3.	NEW ATCEP II		Loc No:59594051	Bay A	S.S 32	155 L	4.	STB II (bay2)		Loc No:28290100	Bay A	S.S 68	100 L	5.	STB IV (Bay4)		Loc No:28292052	Bay A	S.S 68	100 L	6.	New TSM 100			Bay A	SS 46	1400 L	7.	IND Tools		Loc No:59672878	Bay A	SS 68	100L	8.	MCO(NEW)		Loc No:59513470	Bay A	S.S 32	100(2)L						S.S 68	15 L	9.	MCO-II		Loc No:59510036	Bay A	S.S 32	75 L							S.S 32 5 L	10.	MCO-III		Loc No:59510037	Bay A	S.S 32	75 L							S.S 32 5 L	11.	NEW MCO II		Loc No:59514122	Bay A	S.S 32	100(2)L							S.S 32 15 L	12.	20 Torch		Loc No:28873903	Bay 1	S.S 32	420 L	13.	FFW		Loc No:28873495	Bay 2	S.S 46	600 L	14	PPM II		Loc No:28870093	Bay 2	S.S 46	600 L	12 NO
S.No	M/C	Type	Loc no	Bay	Oil Grade	Tank Capacity																																																																																																																																	
1.	ATCEP		Loc No:59592014	Bay A	S.S 68	550 L																																																																																																																																	
2.	New ATCEP I		Loc No:59593493	Bay A	S.S 68	75 L																																																																																																																																	
3.	NEW ATCEP II		Loc No:59594051	Bay A	S.S 32	155 L																																																																																																																																	
4.	STB II (bay2)		Loc No:28290100	Bay A	S.S 68	100 L																																																																																																																																	
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6.	New TSM 100			Bay A	SS 46	1400 L																																																																																																																																	
7.	IND Tools		Loc No:59672878	Bay A	SS 68	100L																																																																																																																																	
8.	MCO(NEW)		Loc No:59513470	Bay A	S.S 32	100(2)L																																																																																																																																	
					S.S 68	15 L																																																																																																																																	
9.	MCO-II		Loc No:59510036	Bay A	S.S 32	75 L																																																																																																																																	
						S.S 32 5 L																																																																																																																																	
10.	MCO-III		Loc No:59510037	Bay A	S.S 32	75 L																																																																																																																																	
						S.S 32 5 L																																																																																																																																	
11.	NEW MCO II		Loc No:59514122	Bay A	S.S 32	100(2)L																																																																																																																																	
						S.S 32 15 L																																																																																																																																	
12.	20 Torch		Loc No:28873903	Bay 1	S.S 32	420 L																																																																																																																																	
13.	FFW		Loc No:28873495	Bay 2	S.S 46	600 L																																																																																																																																	
14	PPM II		Loc No:28870093	Bay 2	S.S 46	600 L																																																																																																																																	

Sign & Seal of Contractor

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES DEPARTMENT

☎: (0431) 2575010 Fax: (0431) 2576805

e-mail: umadsankar@bheltry.co.in



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3. OIL TOP-UP AND CLEANING OF HYDRAULIC TANKS, LUBRICATION TANKS, TELESCOPIC COVERS AND GEAR BOXES IN ALL MACHINES OF BAY 1 TO 12, 1A & 1B OF BLDG 1.

Sl.No	SCOPE OF WORK	QTY
C1	Oil top-up and cleaning of Hydraulic tanks, Lubrication tanks, Telescopic covers and Gear boxes in all machines of Bay 1 to 12, 1A & 1B of Bldg 1. No of Hydraulic power pack tanks:68 Nos No of Lubrication tank:70 Nos No of Gear boxes : 196 Nos. Grease points: 300 No. of machines: 122 Machines all bays Bldg.-1 Scope of Contract for oil top-up: 1.Check the oil level in the various tanks and top up them as necessary with the correct grade of oil as identified for each tank.Also check all the grease points and fill the grease wherever required. 2.Maintain record of Oil filling - machine wise as per BHEL format. 3.Fill oil in the tanks when there is unexpected leakage due to hose/line failures at any time. 4.Check the system daily for any leakage of oil and the leakages should be arrested. Inform the same to the MMO Supervisor (by way of recording in the register). 5. Completely drain the oil in the Hydraulic tank in case of any sporadic contamination, clean the tank and fill with new oil. 6.Provide unskilled assistance in movement of oil barrels from stores to the work area and waste oil to disposal stores/reclamation area. 7.For newly commissioned machines if any during the contract period, oil top-up, continuous monitoring & maintain records should also be carried out. NOTE FOR OIL TOP-UP: 1) Activity 1 to 7, to be carried out on daily basis including sundays. 2) Any spillage of oil on the floor due to leakage / topping up etc to be cleaned by the contractor. 3) The oil storage room should be maintain neatly and keep the oil barrel in grade wise properly. 4) Contractor shall execute above work on every working day. 5) Carrying out the above activity for one month is considered as one cycle and the bill for each cycle shall be claimed as and when the work is completed for each cycle. 12 such cycles to be carried out in a year period.	12 NO

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Sl.No	SCOPE OF WORK	QTY
	Scope of work for cleaning of Hydraulic power pack, Lubrication tanks, Telescopic covers & Gear boxes. 1. Clean all the hydraulic power packs systems (involving tanks, pumps, valves, manifold blocks, motors, pipelines, gearboxes, filters, gauges, etc.) free of dust & check oil in each machine. 2. Clean all lubrication tanks, its distributor blocks and line free of dust and check for oil leak if any. 3. Clean all telescopic covers in the machine free of dust and lubricate them with oil for free movement. 4. Clean all gear box in the machines free of dust and check of oil level and leakage if any. 6. Clean the area underneath and around the hydraulic / lubrication system, pipelines, valves free of leakage oil. 7. Check the system for any leakage of oil by switching ON the hydraulic / lubrication system with the help of operator and arrest all minor leakages, which can be done by tightening the fittings immediately, for which the hand tools will be provided by BHEL free of cost. 8. Submit the record of cleaning cycle completion status in the BHEL format to the MMO Supervisor. 9. Any leakages involving replacement of spares for arresting should be informed to the MMO Supervisor (by way of recording in the register). Note for cleaning: 1) Activity 1 to 9, to be carried out in identified machines as per list two times in 30 days and it will be considered as one cycle. 2) For claiming one bill, the contractor has to complete the above scope two times in a month which is considered as one cycle. 3) First cleaning should be completed within first 15 days of the month and the second cleaning should be done in the next 15 days of the month. The second cleaning should start after completion of first cleaning. 4) Total no. of cycles is 12 nos. 5) Contract period is one year . BHEL SCOPE OF SUPPLY: BHEL shall provide the following at free of cost: 1. Handling facility like trolley for movement of barrels. 2. Required consumables like cotton waste, kerosene, dungry cloth, fasteners, etc 3. Oil filtering equipment for filtering and cleaning the oil. 4. Respective grade of oil and grease.	

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4. LUBRICATION AND HYDRAULIC OIL TOP UP FOR BLDG.6,3,7 AND FACILITY.

Sl.No	SCOPE OF WORK	QTY
D1	LUBRICATION & HYDRAULIC OIL TOP-UP AND CHANGING OF OIL IN POWERPACKS AND OTHER OIL RELATED WORKS AND GREASING IN MACHINES AT BUILDING NO-6 AND ANNEX BUILDINGS(BLDG NO 3,7,87,CARPENTRY SHOP AND TRANSPORT). SCOPE OF WORK: The scope involves maintenance of Hydraulic and Lubrication systems in all machines, furnaces, positioners, etc. in all (8) bays of Bldg 6 and annex areas. Annex Areas includes building-3, 7, 87, carpentry shop and transport maintenance shop. Total No of Hydraulic tanks - 100 Total No of Lubrication Tank - 300 Greasing Points- 200 (Approximately) Total no of machine to be covered - 180 WORK DETAIL: 1) Monitor the oil level in Hydraulic & Lubrication tanks in all the machines in a scheduled pattern and fill the tanks wherever oil level is found lower than the indicated full level marking. 2) The oil top up should be done according to the list of oil points provided to contractor. 3) The contractor should cover all the machines/equipment's and furnaces in all the 8 bays and annex buildings on daily basis including Sundays. 4) The oil should be filled as per the recommended grade as specified in the Tanks or as per instruction of Supervisor / MMO. 5) Check the hydraulic and lubrication system daily for any leakage of oil and the leakages should be arrested. Inform the same to the MMO Supervisor (by way of recording in the register). 6) Before and after filling-up, the outer surface of the Hydraulic/Lubrication system (Tank+ Valves+ piping up to the machine) and surrounding oil spilled area should be cleaned thoroughly. 7) If any contamination of oil observed, the same has to be completely drained and collected in barrel. And new oil has to be filled after completely cleaning the tank with kerosene. 8) The Filters if available inside should also be removed and cleaned and fitted again. 9) The waste oil collected in barrels shall be stored in separately in the waste oil area. Proper record for the waste oil should be maintained. 10) Movement of such drained oil filled barrels to Oil Reclamation Cell near Drum-shop is to be done by the Contractor. 11) Maintain the Oil Log Book giving details of oil filled - machine wise as per the guidelines of SUPERVISOR/MMO/M&S. 12) Movement of oil from a centralized area in the Building to various machines and from Inflammable store to respective building is the responsibility of the Contractor. 13) For newly commissioned machines if any during the contract period, oil top-up, continuous monitoring & maintain records should also be carried out. 14) Greasing of machines, furnace plunger blocks, etc are to be neatly done with manual grease gun as per instruction of Supervisor /MMO/M&S.	12 NO

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Sl.No	SCOPE OF WORK	QTY
	15) After completing the day the filled oil quantity and the balance oil quantity have to be mentioned in logbook grade wise. 16) Lubricant management related documents as instructed by MMO supervisor have to be maintained and should be produced by the contractor at the end of every month to area supervisor for oil auditing. 17) Carrying out the above activity for one month is considered as one cycle and the bill for each cycle shall be claimed as and when the work is completed for each cycle. 12 such cycles to be carried out in a year period. GENERAL NOTE: 1) The Hydraulic and Lubrication oils of all required grades and grease will be provided by BHEL at free of cost. 2) The consumables like Cotton waste, Kerosene, Dungry Cloth required for the above work will be provided by BHEL free of cost. 3) For movement of oil barrels, required transport facility will be provided by BHEL free of cost. 4) The Contractor should maintain the Oil Storage area neatly as per the instruction of Executive/Supervisor of MMO.	

5. ANNUAL MAINTENANCE CONTRACT FOR OIL TOP UP IN BLDG.5

Sl.No	SCOPE OF WORK	QTY
E1	LUBRICATION and HYDRAULIC SYSTEM MAINTENANCE IN Bldg-5. Scope of work: The scope involves maintenance of Hydraulic and Lubrication systems in all machines in all bays and welding positioner of Bldg 5. Hydraulic tanks: 80 Lubrication tanks: 450 WORK DETAIL: 1) Monitor the oil level in Hydraulic and Lubrication tanks in all the machines in a scheduled pattern and fill the tanks wherever oil level is found lower than the indicated marking. 2) The contractor should cover all the 6 bays and the high bay in one-week time, which is considered as one number(cycle). After completing one cycle, the contractor should repeat the cycle again in the next month. 3) The oil should be filled as per the recommended grade as specified in the Tanks or as per instruction of Supervisor/MMO. 4) Before filling-up, the outer surface of the Hydraulic/ Lubrication system (Tank + Valves + piping) and surrounding oil spilled area should be cleaned thoroughly. 5) After cleaning, if any oil leak is found, it should be intimated to the area MMO Supervisor for leak arresting. The Contractor should provide necessary unskilled assistance for the leak arrest work.	12 NO

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Sl.no	SCOPE OF WORK	QTY
	6) If any contamination of oil observed, the same has to be completely drained and new oil has to be filled after completely cleaning the tank with kerosene. The Filters if available inside should also be cleaned and fitted. 7)The drained oil should be collected and stored in separate barrels grade wise in the waste oil area. 8)Movement of such drained oil filled barrels to Oil Reclamation Cell near Drum-shop is to be done by the Contractor. 9) Maintain the Oil Log Book giving details of oil filled - machine wise as per the guidelines of Executive/MMO. 10)Movement of oil from a centralized area in the Building to various machines and from Inflammable store to respective building is the responsibility of the Contractor. 11)The Contractor should engage sufficient Manpower so that the entire Building should be covered in one-month time. Also day-to-day requirement of oil top-up. None of machine should be idle for want of oil filling. 12)The Contractor should maintain the Oil Storage area neatly as per the instruction of Supervisor/MMO. 13)SHIFT TIME IS 8.30AM TO 5.30PM. PERIOD OF WORK: One Year SCOPE OF BHEL AND GENERAL TERMS & CONDITIONS: 1.The Hydraulic and Lubrication oil, grease will be provided by BHEL free of cost. 2.The consumables like Cotton waste, Kerosene, Dungry Cloth required for the above work will be provided by BHEL free of cost. 3.For movement of oil barrels, required transport facility will be provided by BHEL free of cost. 4.The Contractor should maintain the Oil Storage area neatly as per the instruction of Supervisor / MMO. 5.The persons assigned for the oil top up should not be changed and will continue till the contract is over. 6.Two persons should be present at any point of time in normal working days. In case of leave only one person will be allowed to put leave and that to not more than two days at a stretch. 7.The proof of execution of work should be submitted along with each bill (printed form with covering letter and proof for execution of work). 8.The bill should be submitted within a month after execution of work during the calendar month @one bill per month. 9.100% payment will be made after completion of work on pro-rata basis on acceptance of BHEL Engineer.	

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GENERAL TERMS AND CONDITIONS FOR M&S MECHANICAL CONTRACTS

- 1) The workmen of contractor should be covered under PF/ESI, etc as per labour laws.
- 2) Safety precautions have to be ensured by the Contractor Depending on the work nature. Necessary work permit system and personal protective equipments (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt etc. as applicable to Mechanical works should be adhered while carrying out the work.
- 3) PPES for appropriate trade job has to be ensured by the contractor at the job site at all times.
- 4) The contractors may visit the area to assess the quantum of work before quoting.
- 5) The contractor should mention the point to point confirmation.
- 6) Contractor should commit for Terms and Conditions of the enquiry otherwise the offer shall be liable for rejection.
- 7) **TWO PART BID SYSTEM:** Contractor should send their offer for two part bid system as below
- 8) Contractor may visit BHEL Trichy premises to get acquaintance with quantum of day to day work before quoting.
- 9) The contractor should quote the exact time required to complete the work in their offer.

TENDERING CONDITIONS:

- a) The Bidders shall submit the offer in TWO PART BID SYSTEM (Part -I & II) along with EMD as indicated below which shall be sealed in ONE OUTER ENVELOPE.
- b) Envelope I- This sealed envelope should contain all the copies of technical bid together with un-priced commercial bid. This envelope should be clearly marked "Part I - Technical and commercial bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder. Envelope I should contain sealed EMD cover indicating the enquiry detail.
- c) Envelope II - This sealed envelope should contain price details. This envelope should be clearly marked as - "Part -II Price bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- d) Envelope III - This sealed envelope should contain requisite **EMD**. This envelope should be clearly marked as - "EMD COVER", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- e) All the three envelopes shall be put in one cover, duly sealed, super scribing as offer for Enquiry No., and due date of opening, Name of the work and the address and reference of the Bidder.
- f) The offer should reach this office on or before the due date by 14.00 Hrs. (IST). Late offers will not be considered.

Sign & Seal of Contractor

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- g) Tender should not be addressed to any Individual's name but only by designation to:

THE ENGINEER
MAINTENANCE & SERVICES / CONTRACTS,
2&4 BUILDING,
BHARAT HEAVY ELECTRICALS LIMITED,
HIGH PRESSURE BOILER PLANT,
TIRUCHIRAPALLI - 620 014.
TAMIL NADU, INDIA.

- h) Tenders should be free from CORRECTION AND ERASURES, Corrections if any, must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall prevail.
- i) Offers should be in ENGLISH and accompanied by detailed Point to point confirmation of the scope of work.

OPENING OF TENDERS:

- a) The Part I - Technical & un-priced commercial bid and EMD Cover alone would be opened on the Tender opening date(as mentioned in the enquiry) by 14.30Hrs(IST)
- b) The Part II - Price bid of technically suitable Bidders alone would be opened. The Technically suitable Bidders would be informed about the Price bid opening date.
- c) Clarifications if any required by BHEL for Technical evaluation would be sought from Bidders before opening of Part II - price bid.

SERVICE TAX:

- 1) A copy of Service tax remittance challan for previous quarter should be submitted along with offer if the contractor is claiming service tax.
- 2) If Contractor is exempted from service tax then a declaration that they are within the threshold limit should be submitted along with the offer.

LD CLAUSE:

If the contractor fails to complete the work as per terms & conditions of the order within the delivery schedule, 0.5% of the order value will be deducted for each week of delay or part thereof subject to a maximum of 10% of the total contract value.

IMPORTANT NOTE: IF THE CONTRACTOR PERFORMANCE NOT ABLE TO FULFILL AS PER ENQUIRY REQUIREMENT, THEN THE CONTRACT SHALL BE SHORT CLOSED AT ANY TIME.

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COMMERCIAL TERMS AND CONDITIONS FOR M&S MECHANICAL CONTRACTS

- 1) 100 %Payment will be made after completion of work on pro rata basis on submission of invoice in triplicate duly certified by Engineer In Charge.
- 2) Attendance register should be maintained.
- 3) EMD is to be submitted and is to be remitted in cash (as permissible under Income Tax Act)/Electronic Fund Transfer credited in BHEL account before tender opening or Banker's cheque/Pay order/Demand Draft in favour of M/S BHEL Trichy along with offer. **Offers without EMD shall be liable for rejection.**
- 4) Security Deposit shall be furnished by the successful vendor to the total contract value before starting the 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.
- 5) An additional payment as per circular ref. BHE/HR/W/EW/08.04.2014 is to be paid to the contract workmen as below, over and above the minimum wages prescribed by the government of Tamilnadu:

Unskilled	-	Rs.3200/-
Semiskilled	-	Rs.3700/-
Skilled	-	Rs.4100/-
- 6) Bonus @ 8.33 % to workmen to be paid.
- 7) **Rate should be quoted in unit rate.**
- 8) Taxes if any will be mentioned separately in the offer.
- 9) The rate that is offered should be comprehensive and no separate charges will be made towards expenses like travel, boarding and lodging.
- 10) The contractor should quote the validity of the offer.
- 11) If two or more vendors offer the same rate, negotiation will be conducted separately.
- 12) The contractor should remit the salary/wages for their workmen only through Bank. Monthly clearance will be given in respect of all contractors, if only the salary/ wages to the workmen has been remitted through the bank account of the contract workmen. The relevant Bank statement/proof for Bank payment should be produced along with PF and ESI challan's to Welfare Section every month.

Sign & Seal of Contractor

Certificate by Chartered Accountant on Letter Head

This is to certify that M/s. _____ (hereinafter referred to as 'company') having its registered office at _____ is registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part II)) _____ dt. _____, 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):

₹ _____ 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 the MSMED Act 2006):

₹ _____ Lacs

(Strike off whichever is not applicable)

The above investment of ₹ _____ Lacs is within permissible limit of ₹ _____ 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(E) 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

SCHEDULE FOR PRICE BID

Sub: **Annual cleaning and Oil top up contract for Bay 1 to 12, 1A & 1B of bldg. 1, bldg. 6, bldg 3, bldg. 7, MMO/Bldg 50 & DSPS, ATP – Reg.**

Ref: Enquiry no: 9241700021 Dated 06/06/2017. Due date: 04/07/2017, 14.00 Hrs.

1.CLEANING & OIL TOP-UP FOR DSPS & ATP

Sl. No	Description	Qty	UOM	Rate	Value
A1	Cleaning & Oil top-up for DSPS & ATP	12	NO		

2.CLEANING & OIL TOP-UP CONTRACTS FOR MMO/BLDG 50

Sl.No	Description	Qty	UOM	Rate	Value
B1	Cleaning & Oil top-up for Bay 3-5	12	NO		
B2	Cleaning & Oil top up for Bay 5A -8	12	NO		
B3	Cleaning & Oil top up for Bay A,1 & 2	12	NO		

3.OIL TOP-UP AND CLEANING OF HYDRAULIC TANKS, LUBRICATION TANKS, TELESCOPIC COVERS AND GEAR BOXES IN ALL MACHINES OF BAY 1 TO 12, 1A & 1B OF BLDG 1.

Sl. No	Description	Qty	UOM	Rate	Value
C1	Oil top up& Cleaning for Bay 1-12,1A	12	NO		

4. LUBRICATION AND HYDRAULIC OIL TOP UP FOR BLDG.6,3,7 AND FACILTY

Sl. No	Description	Qty	UOM	Rate	Value
D1	Lubrication and hydraulic oil top up	12	NO		

5. ANNUAL MAINTENANCE CONTRACT FOR OIL TOP UP IN BLDG.5

Sl. No	Description	Qty	UOM	Rate	Value
E1	Lubrication and hydraulic oil top up	12	NO		

- ❖ **L1 Vendor will be finalized based on Individual Items basis (i.e., for A1, B1, B2, B3,C1,D1,E1 separately)**
- ❖ **Taxes if any should be quoted extra**

- 1) Payment terms: Payment will be made after completion of work on pro rata basis on submission of invoice in triplicate duly certified by Engineer in Charge.
- 2) Tax deduction will be made from every bill at the prevailing rate as per the Government rule and regulation from time to time.
- 3) Detailed scope of work and other terms and conditions are specified in the Technical Bid of the Tender.

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