

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES DEPARTMENT

☎: (0431) 2575958 Fax: (0431) 2576805

e-mail: avinashsahoo@bheltry.co.in



ISO 9001

ENQ No: 9241700029

16.10.2017

NOTICE INVITING TENDER

Sub: ANNUAL MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.

Ref: Enquiry no: 9241700029 DATED: 14/10/2017; DUE DT: 08/11/2017

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 superscribing the name of work, enquiry number etc.

- 1) EMD cover shall contain requisite **EMD of ₹.3,150/-** remitted in cash (as permissible under Income Tax Act)/Electronic Fund Transfer credited in BHEL account before tender opening. 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 ₹. 3,150/-** shall reach the office of the undersigned on or before 08/11/2017 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,
Sr. Manager
Contracts
Maintenance & Services Dept

Encl:

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

Tender should be addressed to: **THE SENIOR MANAGER,**

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 MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.
02.	Earnest Money Deposit	₹.3,150/-
03.	Duration of the contract	1 Years (From the date of commencement of the work)
04.	Last Date for Receipt of Tender	14.00 Hrs on 08/11/2017
05.	Date of Technical Bid Opening	14.30 Hrs on 08/11/2017
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 12 Pages (Technical Bid – 11 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

Sign & Seal of Contractor

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TECHNICAL BID

Sub: **ANNUAL MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.**

Enquiry no: 9241700029 Dated: 14/10/2017. Due date: 08/11/2017, 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, who have minimum One-year experience in executing similar type of Annual Maintenance Contract involving Maintenance and repair work of hospital equipment's, ward furniture's, canteen equipment's in any recognized hospital are eligible to participate in the tender. Documentary proofs/Xerox copies proving the same are to be enclosed. Otherwise offer is liable for rejection. Bidder to confirm Along with Technical offer, the Vendor should submit performance certificate from minimum one customer for the satisfactory performance/execution of above mentioned type of work, in the customer's letter head, 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	I. BHEL Vendor code (if applicable) - II. PAN Number (Copy to be Enclosed) - GSTN registration Number (Copy to be Enclosed) - III. Mobile number (Which is linked to GSTN registration Number) - IV. Email id (Which is linked to GSTN registration Number) - V. HSN/SAC Code - Offer will be entertained only if the vendor submit the details as above & has a valid GST registration no. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer. Otherwise the offer shall be rejected.	
5	Acceptance for Scope of Work as per the Enquiry	
6	Acceptance for All Terms & Conditions as per the Enquiry	
7	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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SCOPE OF WORK:

1) ANNUAL MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.

SL. No	SCOPE OF WORK	QTY
10	Annual maintenance contract for main hospital sterilizing units (autoclaves), ward furniture's, canteen equipment's, etc. repair work. Scope of work: The following furniture and facility equipment's available at BHEL Main Hospital located at Township, Kailasapuram, Trichy, are to be attended for their correctness in fitments and proper functioning. The following works are to be carried out if found necessary/Instructed by the area maintenance in-charge/hospital area in-charge. 1) Ward Furniture's (With wheels): All the wheels of the following ward furniture should be thoroughly inspected/checked once in a month for its free rotation/revolving. Replacing defective/damaged wheels if found during inspection/checking. If any damage or crack is found in the connecting pipes of wheels, it should be replaced with a new suitable size Pipe with proper welding. Lubricating all the wheels once in a month and during Repair work. One coat Painting is to be done within the contract period as well as after repair work of the following ward furniture. a) Steel cots with Back rest-----20 Nos. b) Steel cots without Back rest-----159Nos. c) Wheel chairs----- 22 Nos. d) Stretcher trolley----- 27 Nos. e) I V Stands----- 47 Nos. f) Medicine trolley----- 20 Nos. g) Food trolley----- 2 Nos. h) Foldable screen stands-----25 Nos. 2) WARD FURNITURE (without wheels): (a)BED SIDE LOCKERS (i) checking and rectification of any damages/cracks found in the Door hinges / leg pipes/sheet metal/ partition plates (once in 3 months) --160 Nos. (ii) painting the BED SIDE LOCKERS-- 160 Nos. (once in a year) (b)BASIN STAND: checking and rectification of any Crack or Damage found in the legs, Cleaning the surface and painting with One coat of the original color painting (once in 6 months)--8 Nos.	12 MON

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Sl. No	SCOPE OF WORK	QTY
	(3) STERILIZER (Auto clave): Cleaning the sediments /scales formed in the Valves and pipelines of the Sterilizer units, and arresting of water leak if found in the Sterilizer units. (once in a month) Glass level Indicator to be replaced, if found cracked/Damaged - 3 Nos. (4) OPERATION TABLE: Lubricating the hinges and locating pins (once in a month) replacing the damaged oil seals in the cylinders or any defective part if required/instructed by the Maintenance-in-charge----10 Nos. (5) WET GRINDERS & CHAPPATHI MACHINE: (i) Checking the belts, Replacing the damaged stone handles Rectification of any damage is found in the Grinder base Replacing the damaged bearing whenever required and ensuring the locking arrangements in rotating parts. (once in a month) - 3 Nos. (ii) Over hauling/servicing of gear box (within the contract period)-3 Nos. (iii) Chappathi machine - Over hauling/servicing of machine (within the contract period) --1 Nos. 6) IDLY BOILER: The following works are to be carried out once in 3 months: Replacing the damaged gaskets and seals Replacing the damaged handles Rectification of any damage is found in the body Cleaning the scales/sediments formed inside the vessel (four times in a year) ----1 No. (7) RICE BOILER: The following works are to be carried out once in 3 months: Replacing the damaged water drain pipe Replacing the damaged valves Rectification of any damage is found in the closing mechanism. Cleaning the scales/sediments formed inside the vessel (four times in a year) ----2 Nos. NOTE: - This Repair work involve all types fitting works like cutting, matching, welding, Grinding, cleaning, painting etc. All the required wheels, connecting pipes, paints, welding machine, Electrodes, painting brushes and cleaning items, Waste/cloth etc., will be supplied by BHEL on free issue at site. For attending these works, required skilled fitters and helpers with suitable tools, should be engaged to meet out the above work and proper record to be maintained for all kinds of works carried out by the contractor. The contractor should get a sign from the Hospital In-charge, for completing their work against each, and a copy of the same should be submitted to Asst.Engr / M&S / HRDC immediately on completion. Contractor shall be readily available to attend any requirement developed at any time.	

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Sl. No	SCOPE OF WORK	QTY
	Attending all these works for one month can be taken as one cycle and 12 such cycles to be completed in one year. The contractor has to attend the works as per the priorities given by Area In-charge / M&S / HRDC. QUALIFICATION CRITERIA FOR TECHNICAL QUALIFICATION FOR ITEM NO 10 The BIDDER has to compulsorily meet the following requirements to get qualified for submitting an offer - Annual Maintenance Contract for Main Hospital Ward Furniture's, Canteen equipment's & Sterilizing units (Autoclaves) etc repair work. 1.1 Only those BIDDER, who have minimum One-year experience in executing similar type of Annual Maintenance Contract involving Maintenance and repair work of hospital equipment's, ward furniture's, canteen equipment's in any recognized hospital are eligible to participate in the tender. Documentary proofs/Xerox copies proving the same are to be enclosed. Otherwise offer is liable for rejection. Bidder to confirm 1.2 Name and contact details like E-mail, Phone number, Fax no, etc. of the customer / hospital where the annual maintenance contract is executed. Bidder to confirm 1.3 Along with Technical offer, the Vendor should submit performance certificate from minimum one customer for the satisfactory performance/execution of above mentioned type of work, in the customer's letter head, otherwise offer is liable for rejection. Bidder to confirm 1.4 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.	

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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 equipment's (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.
- 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.

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- 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.

GST:

- 1. Response to Tenders for Contractor will be entertained only if the vendor has a valid GST registration no which should be clearly mentioned in the offer. If any specific exemption is available, a declaration with due supporting documents need to be furnished for considering the offer.
- 2. Contractor shall mention their GSTN registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain Invoice number (in case of multiple numbering system is being followed for billing like SAP invoice no, commercial invoice no etc., then the Invoice No which is linked/uploaded in GSTN network shall be clearly indicated), item description as per PO, Quantity, Rate, Value, applicable taxes with nomenclature (like IGST, SGST, CGST & UTGST) separately, HSN/ SAC Code, etc.
- 3. All invoices shall bear the HSN Code for each item separately (Harmonized System of Nomenclature)/ SAC (Services Accounting Code).

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.

Sign & Seal of Contractor

COMMERCIAL TERMS AND CONDITIONS FOR M&S MECHANICAL CONTRACTS

- 1) 100% payment will be made after completion of entire work pro-rata basis on submission of invoice in triplicate duly certified by Area In – charge.
- 2) Attendance register should be maintained.
- 3) **Payment of EMD & SD must be in e-Collect mode only, while making such payment, Enquiry number may be mentioned in Remark column. Offers without EMD shall be liable for rejection.**
Procedure to remit money to BHEL Trichy's Account :
Login to : <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=574693>
 - a) Select State Bank Collect available on the top (pre login page)
 - b) Accept the terms and conditions and click “PROCEED”
 - c) Select State “TAMILNADU “ and Institution type “ INDUSTRY “.
 - d) Select “ **BHEL TRICHY** under “INDUSTRY”.
 - e) In the next page, select APPROPRIATE category, fill details correctly & click “SUBMIT”.
 - f) If all details entered are correctly populated, click “CONFIRM “to proceed.
 - g) Make payment as per your convenience. (Options available are payment of fees through **SBI Net Banking, State Bank ATM cum Debit Cards / Other Bank Debit / Credit Cards and through SBI Branches**).
 - h) SAVE & Keep the copy of receipt for future reference.
- 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. SD is forfeited in case of any failure in execution of the contract or due to any shortcomings observed in the documentation furnished earlier for getting qualified or in case the Contractor is banned.
- 5) An additional payment as per circular ref. BHEL/HR/WEL/EW/31.03.2014 is to be paid to the contract workmen as below, over and above the minimum wages prescribed by the government of Tamil Nadu:

Unskilled	- Rs.3690/-
Semiskilled	- Rs.3990/-
Skilled	- Rs.4170/-
- 6) Bonus @ 8.33 % to workmen to be paid.
- 7) **Rate should be quoted as per price bid.**
- 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 to Welfare Section every month.

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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 MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.**

Ref: Enquiry no: 9241700029 Dated 14/10/2017. Due date: 08/11/2017, 14.00 Hrs.

1) ANNUAL MAINTENANCE CONTRACT FOR MAIN HOSPITAL STERILIZING UNITS (AUTOCLAVES), WARD FURNITURE'S, CANTEEN EQUIPMENT'S ETC. REPAIR WORK.

Item No	Description	Qty	UOM	Rate	Value
10	AMC FOR MOHS WARD EQUIPMENTS	12	MON		

❖ 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

Sign & Seal of Contractor