



An ISO: 9001
Organization

BHARAT HEAVY ELECTRICALS LIMITED

High Pressure Boiler Plant, Tiruchirappalli- 620014

Maintenance & Services Dept. (FB)

☎: (0431) 257-5958 Fax: (0431) 257-6805

[e-mail: avinashsahoo@bheltry.co.in](mailto:avinashsahoo@bheltry.co.in)

ENQ No: 9241700039

17.11.2017

NOTICE INVITING TENDER

Sub: **CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND**

REAR-SIDES - Reg.

Ref: Enquiry no: 9241700039 DATED: 17/11/2017; DUE DT: 08/12/2017

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 ₹. **1,503/-** & Payment of EMD must be in e-Collect mode only. Tender without EMD will be summarily rejected and the Technical bid & price bid shall not be considered. 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 ₹. 1,503/-** shall reach the office of the undersigned on or before 08/12/2017 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. Engineer
Contracts Maintenance & Services Dept.

Encl:

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

Tender should be addressed to: **THE Sr. 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	CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND REAR-SIDES
02.	Earnest Money Deposit	₹ .1,503/-
03.	Duration of the contract	TWO Months (From the date of commencement of the work)
04.	Last Date for Receipt of Tender	14.00 Hrs. on 08/12/2017
05.	Date of Technical Bid Opening	14.30 Hrs. on 08/12/2017
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 – 09 Pages, Schedule for price bid – 01 page).

ISSUING OFFICER

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TECHNICAL BID

NAME OF THE WORK: **CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER
YARD AND REAR-SIDES**

Enquiry no: 9241700039 Dated: 17/11/2017. Due date: 08/12/2017, 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 has minimum One-month experience of having successfully completed Cleaning/Painting Contract in any Industry (from the date of opening of tender) are only eligible to participate in the tender. Documentary proofs/Xerox copies of the PO(s) are to be enclosed with the offer. 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) - (iii) GSTN registration Number (Copy to be Enclosed) - (iv) Mobile number (Which is linked to GSTN registration Number) - (v) Email id (Which is linked to GSTN registration Number) - (vi) 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) CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND REAR-SIDES

Sl. No	SCOPE OF WORK	QTY
10	Area of work: Stores room (Electrical Store, Mechanical Store, Cranes Store, outer yard and Rear-side Store). Work to be carried out in Electrical store: 1. Removing all the Materials/ Spare components from the storage racks and keep them carefully in the place identified by Stores In-charge. 2. Cleaning of all storage racks thoroughly and Painting them with TWO coats of smoke gray enamel paint neatly. 3. Segregation and cleaning of all the Materials/ components which are removed from the storage racks. 4. After cleaning, all the materials/components are to be stored/arranged back neatly in the respective painted storage racks. 5. All the unwanted/damaged/faulty materials/components are to be collected separately and handed over to disposal stores. 6. Total Number of racks at electrical store are 18 in Numbers. 7. The entrance door of the stores should be painted with two coats of Enamel paint. Door size 2.2Mts X 1.2Mts (WXH)---Two numbers. 8. Cleaning of Vegetation on the back side of electrical stores. ----- Work to be carried out in Crane store: 1. Removing all the Materials/ Spare components from the storage racks and keep them carefully in the place identified by Stores In-charge. 2. Cleaning of all storage racks thoroughly and Painting them with TWO coats of smoke gray enamel paint neatly. 3. Segregation and cleaning of all the Materials/ components which are removed from the storage racks. 4. After cleaning, all the materials/components are to be stored/arranged back neatly in the respective painted storage racks. 5. All the unwanted/damaged/faulty materials/components are to be collected separately and handed over to disposal stores. two coats of Enamel paint. Door size 3Mts X 1.5Mts (WXH)--- Two numbers. 6. Total Number of racks at crane store are 13 in Numbers. (Number of racks require painting in crane stores are 10). 7. The entrance door of the stores should be painted with two coats of Enamel paint. Door size 3Mts X 1.5Mts (WXH)--- Two numbers. -----	111 MDY

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Sl. No	SCOPE OF WORK	QTY
	Work to be carried out in outer yard: 1.All the earth flats available in the cable storage area are to be stacked neatly as instructed by the stores in-charge and the rusted flats are to be handed over to disposal stores. 2.All the unwanted/damaged/faulty materials/components scattered around the stores buildings are to be collected separately and handed over to disposal stores. 3.All the PVC conduits available on the concrete floor are to be segregated and the good ones are to be stacked neatly in the stores room available on the rear side of the M&S stores and the damaged PVC tubes are to be handed over to disposal stores. 4.Cleaning of storage bin boxes(MS), removal of all the rust and painting the bins with one coat of smoke gray enamel paint neatly. Total boxes are 133 in Numbers & each Size is 50X40X25(LXWXH). ----- Work to be carried out in MMO Store: 1.Removing all the materials/components from the storage racks and keep them carefully in the place identified by Stores In-charge. 2.Cleaning of all storage racks thoroughly. 3.Segregation and cleaning of all the Materials/ Spare components which are removed from the storage racks. 4.After cleaning, all the materials/components are to be stored/arranged back neatly in the respective storage racks. 5.All the unwanted/damaged/faulty materials/components are to be collected separately and handed over to disposal stores. 6.Total Number of racks at MMO store are 25 in Numbers. 7.The entrance door of the stores should be painted with two coats of Enamel paint. Door size 3Mts X 1.5Mts (WXH)---Two numbers. Work to be carried out in Rear side store: 1.Removing all the materials/components from the storage racks and keep them carefully in the place identified by Stores In-charge. 2.Cleaning of all storage racks thoroughly and Painting them with TWO coats of smoke gray enamel paints neatly. 3.Segregation and cleaning of all the Materials/ Spare components which are removed from the storage racks. 4.After cleaning, all the materials/components are to be stored/arranged back neatly in the respective painted storage racks. 5.All the unwanted/damaged/faulty materials/components are to be collected separately and handed Over to disposal stores 6.Total Number of racks at Rear side store are 15 Numbers. (Number of racks require painting in Rear side store are 2). 7.The entrance door of the stores should be painted with two coats of Enamel paint. Door size 2.7Mts X 1.5Mts (WXH)--- Two numbers Note: 1.The contractor shall visit the store with prior intimation to access quantum of work before giving quotation before submitting the offer. Offers received without visit from respective contractors are liable for rejection.	

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Sl. No	SCOPE OF WORK	QTY
	Note: 1.The contractor shall visit the store with prior intimation to access quantum of work before giving quotation before submitting the offer. Offers received without visit from respective contractors are liable for rejection. 2.The deployment of the labor is strictly in accordance with the local rules and regulations / as approved by BHEL. All the statutory rules and regulations with regard to labor laws (PF& ESI should be covered for the labor, all safety precautions should be strictly followed and PPE (Personal Protective Equipment's) should be used etc.) shall be followed. 3.The items required for cleaning and painting like Paint, Brush, Kerosene, Blue Dungry Cloth shall be provided by BHEL free of cost at site. 4.Container/bin boxes for storing the unwanted material shall be provided by BHEL free of cost at site. 5.Equipment/Tools required for cleaning the vegetation is in contractor's scope. 6.For heavy items like big motors etc. BHEL shall provide handling facility at site.	

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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 labor 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) **SINGLE PART BID SYSTEM:** Contractor should send their offer for single 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 SINGLE PART BID SYSTEM along with EMD as indicated below which shall be sealed in ONE OUTER ENVELOPE.
- b) Envelope I - 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.
- c) Envelope II - This sealed envelope should contain all the copies of technical bid together with priced commercial bid. This envelope should be clearly marked "Technical and Price bid", indicating Enquiry No., Due Date and Address & Reference of the Bidder.
- d) All the two 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.
- e) The offer should reach this office on or before the due date by 14.00 Hrs. (IST). Late offers will NOT be considered.
- 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 Sr. 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.

Sign & Seal of Contractor

- 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 - EMD Cover would be opened on the Tender opening date (as mentioned in the enquiry) by 14.30Hrs (IST), if not available Technical bid will not be opened.
- b) The Part II - Technical & Priced commercial bid of Bidders alone would be opened if Separate EMD cover is available.

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.

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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. BHE/HR/W/EW/31.03.2017 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: **CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND REAR-SIDES**

Ref: Enquiry no: 9241700039 Dated: 17/11/2017. Due date: 08/12/2017, 14.00 Hrs.

1) CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND REAR-SIDES.

Item No	Description	Qty	UOM	Rate	Value
10	CLEANING AND RENOVATION WORK IN ELECTRICAL, MMO, CRANES, OUTER YARD AND REAR SIDES.	111	MDY		

❖ **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