



# Bharat Heavy Electricals Limited, Jhansi

Department: Works Engineering And Services

Tender Enquiry No: WEX/TE/TW/8/15 Dated 13-04-2019

TD: 2018-19, Rev- 00



## TENDER DOCUMENT

For Tender Enquiry No. : WEX/TE/TW/8/15 Dtd. 13-04-2019

For

“Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)”

Contact Person:

Name: Anshuman Sharma

Designation: Sr. PO (MM)

Email: anshuman.sharma@bhel.in

PH: 0510-2412784

Tender Due Date: 07-05-2019, at 13:15 Hrs

Tender Opening Date : 07-05-2019, at 14:00 Hrs

Rev .....	Short details of revision (In case of revision in tender document, otherwise NA)
Date: ....	

Department:

Works Engineering And Services

BHEL, PO: BHEL, JHANSI 284120 (UP)

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We hereby accepted above (signature & seal of bidder)

Seal & Signature of BHEL contracting authority



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## DETAILS OF TENDER DOCUMENT

Nature of work: **Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)**

1. BHEL -JHANSI is in the process of finalizing the Works Contract for **Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)**The tender document has been detailed as follows:
  - a) Notice Inviting Tender (Annexure A)
  - b) Scope of work & Work Specifications (Annexure B)
  - c) Qualifying Requirements (Annexure C)
  - d) Technical Bid Application (Annexure D)
  - e) General Terms and Conditions (JHS 2055B R00)
  - f) Blank Price Bid format (Annexure E(a))
  - g) Price Bid format (Annexure E(b))
  - h) Document referred in GTC (Annexure I- VIII)

The duly filled in Technical and Price / Rate bids (Annexure D and E (a&b) along with the instructions to the tenders, Contractor's Obligations, General Terms and Conditions with the signature of the tender on all the pages and complete in all respects super scribed as "**Quotation for Tender No. WEX/TE/TW/8/15 Dated 07.02.2019**" should reach us in a sealed cover on or before **04.03.2019 (13.15 hours)** through Registered / Speed post or the same may be dropped in the tender box available at the following address: (**refer GTC ii(c)**).

To  
Tender Box  
CISF Control Room/Office  
Administrative Building  
Bharat Heavy Electricals Limited  
Jhansi-284120. UP

- Note: 1) Dropping of tender in the Tender Box within schedule time and date is the responsibility of the bidder.  
2) Technical bid and price bid should be submitted in separate sealed envelopes, in case the bids founds in one single envelope then the "bids" are liable to be rejected.

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## Tender Documents

TENDER ENQUIRY NO: WEX/TE/TW/8/15

DATE: 13-04-2019

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Sl. No.	Description	Annexure No	Page no
01	Details Of Tender	-	2
02	Notice Inviting Tender	A	4
03	Work Specifications/ Scope of Work	B	5-7
04	Qualifying Requirements	C	8
06	Technical Bid	D	9-10
07	General Terms and Conditions	JHS 2055B R00	11-17
08	Blank Price Bid Format	E (a)	18
09	Price Bid Format	E (b)	19
10	Document referred in GTC	I-VIII	20-29

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Annexure A

## NOTICE FOR INVITING TENDER

S. No	Particulars	Details
1	Brief Description of work	<b>Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)</b>
2	Tender Evaluation Criteria	As per GTC point (iv)
3	Duration of Contract	One year or completion of total work whichever is earlier
4	Last date of receipt of the Tender	Upto 13:15 hrs on 07.05.2019
5	Date of opening of Techno – Commercial Bid.	14:00 hrs on 07-05-2019
6	Address for submitting the Tender	As per GTC point ii(c)
7	Earnest Money Deposit * (EMD)	Rs 14380.00
8	Cost of Tender	Rs.200 plus GST 18% (as applicable) = Total Rs.236 (payable in POS at BHEL cash office or through EFT” along with technical bid, in case the documents downloaded from website).
9	MSME Clause	As per GTC point (iii)
9	Validity of Offer	90 Days
10	Security Deposit	As per GTC point (ix)

**Note: \***

- The EMD shall be accepted only in the following forms:

Electronic Fund Transfer credited in BHEL account (before tender opening)

**BHEL account details: Bank Name:- SBI; A/c No. :- 10670828866 ; IFSCCode:- SBIN0003807 A/c Holder Name:- BHARAT HEAVY ELECTRICALS LIMITED**

- The contractors may physically visit the work place before quoting their rates. For relevant details please visit our website “[www.bhel.com](http://www.bhel.com)” & [www.bheljhs.co.in](http://www.bheljhs.co.in)

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## Annexure B

**Name of Work: Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)**

### 1.0 Detail of work:

Sl.No	JOB/ACTIVITY	UNIT OF MEASUREMENT	QUANTUM OF WORK ANNUAL
1	Preventive and Breakdown maintenance of 29 Nos. Diesel operated fork lifters in BHEL Jhansi	Month	12

### 2.0 SCOPE OF WORK

- 1.1 Preventive maintenance i.e daily, weekly, fortnightly, monthly, quarterly & checks of all Fork Lifters. (Details of Lifters as per point No.03 of Annexure B)
- 1.2 Shutdown maintenance i.e half yearly and yearly checks of all fork lifters.
- 1.3 Breakdown maintenance of all fork lifters.
- 1.4 Filling the log book/ job card on shift basis, filling the checklists after carrying out preventive/ shutdown maintenance & updating the preventive/ shutdown/ breakdown maintenance entries & parts consumed in the computer present in the work area.
- 1.5 Up keeping & maintenance proper cleanliness the work area/ stores.
- 1.6 The work is to be done in all working days (Monday to Saturday) in General Shift from 07.00 to 15.45 hrs.
- 1.7 However, your personnels are to work after the completion of the above- mentioned shifts for completing the job.
- 1.8 On Sundays or national holidays work is to be done only if an emergent situation arises.
- 1.9 PF & ESI of your manpower is entirely your responsibility.
- 1.10 Safety of all your manpower is entirely your responsibility. Uniform (Including safety shoes, safety gadgets) will be provided by you. You must ensure compliance with all safety and health regulation in force during the period of contract. You will have to ensure that only those persons will be employed for carrying out the job those are adequately trained in safety and technical aspects as required for the job.

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- 1.11 All the tools shall be provided by BHEL.
- 1.12 All the consumable materials and spares used in maintenance of fork lifters shall be arranged by BHEL.
- 1.13 As and when overhauling of engine and transmission system of fork lifters required same shall be carried out by BHEL against separate approvals. Scope for the above work shall recommended by vender after detailed inspections.
- 1.14 Welding, brazing & gas cutting jobs to be carried out as & when required.
- 1.15 Drilling, tapping, Recoil fitment & any other fitting job to be carried out as & when required.
- 1.16 Follow- Up with the in house tool shop for any machining work.

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## DETAILS OF FORK LIFTERS

### LIST OF DIESEL OPERATED FORK LIFT TRUCKS IN BHEL JHANSI

SL No	FL. NO.	ITEM No	Description	Date of installation	Suppliers	Location
1	FL-05	MH-3/40/6202	2 MT Diesel operated fork lift truck	19.02.93	Swaraj	Bay-6
2	FL-07	MH-3/40/6213	2 MT Diesel operated fork lift truck	24.11.94	Swaraj	WE&S maint.
3	FL-08	MH-3/40/6214	2 MT Diesel operated fork lift truck	24.11.94	Swaraj	TRM Bay-8
4	FL-11	MH-3/40/6232	2 MT Diesel operated fork lift truck	17.04.97	Swaraj	WE&S Services
5	FL-12	MH-3/40/6233	2 MT Diesel operated fork lift truck	17.04.97	Swaraj	Bay-7
6	FL-13	MH-3/40/6237	2 MT Diesel operated fork lift truck	24.04.00	Godrej	FBM
7	FL-14	MH-3/40/6017	2 MT Diesel operated fork lift truck	21.04.00	Godrej	SPC Bay-9
8	FL-15	MH-3/40/6242	3 MT Diesel operated fork lift truck	30.03.02	Godrej	WE&S store
9	FL-16	MH-3/40/6243	3 MT Diesel operated fork lift truck	10.09.04	Godrej	Bay-9 Spc
10	FL-17	MH-3/40/6248	3 MT Diesel operated fork lift truck	10.05.05	Godrej	TRM Bay-8
11	FL-18	MH-3/40/6249	3 MT Diesel operated fork lift truck	10.05.05	Godrej	Loco SPC
12	FL-19	MH-3/40/6250	3 MT Diesel operated fork lift truck	10.05.05	Godrej	Store
13	FL-20	MH-3/40/6253	3 MT Diesel operated fork lift truck	25.11.06	Godrej	CDC
14	FL-21	MH-3/40/6254	3 MT Diesel operated fork lift truck	24.08.07	Godrej	SPC Bay-9
15	FL-22	MH-3/40/6255	3 MT Diesel operated fork lift truck	24.08.07	Godrej	Store
16	FL-23	MH-3/40/6260	3 MT Diesel operated fork lift truck	6.01.09	Swaraj	CDC
17	FL-24	MH-3/40/6261	3 MT Diesel operated fork lift truck	6.01.09	Swaraj	LOCO SPC
18	FL-25	MH-3/40/6262	3 MT Diesel operated fork lift truck	7.01.09	Swaraj	FBM
19	FL-26	MH-3/40/6263	5 MT Diesel operated fork lift truck	7.01.09	Voltas	TRM
20	FL-27	MH-3/40/6291	3 MT Diesel operated fork lift truck	9.03.09	Godrej	Store
21	FL-28	MH-3/40/6292	3 MT Diesel operated fork lift truck	9.03.09	Godrej	Store
22	FL-29	MH-3/40/6293	3 MT Diesel operated fork lift truck	9.03.09	Godrej	Store
23	FL-30	MH-3/40/6294	3 MT Diesel operated fork lift truck	9.03.09	Godrej	Store
24	FL-31	MH-3/40/6297	2 MT Diesel operated fork lift truck	30.03.11	Godrej	Bay-6
25	FL-32	MH-3/40/6299	3 MT Diesel operated fork lift truck	9.05.12	Godrej	FBM
26	FL-33	MH-3/40/6300	3 MT Diesel operated fork lift truck	9.05.12	Godrej	FBM
27	FL-34	MH-3/40/6302	5 MT Diesel operated fork lift truck	9.05.12	Godrej	Bay-6
28	FL-35	MH-1/06/6318	3 MT Diesel operated fork lift truck	3.05.14	Godrej	CDC
29	FL-36	MH-1/06/6319	3 MT Diesel operated fork lift truck	3.05.14	Godrej	CDC

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## Annexure C

### QUALIFYING REQUIREMENTS

- 1) Average Financial Turnover:
  - 1.1) Average Annual financial turnover during the last 3 years, ending 31st March, 2018 should be at least Rs. 2.15 Lakh of the estimated cost. Duly audited Financial Statement/ Balance sheet / Certificate from CA to be submitted as a supporting document.
  - 1.2) If all balance sheets are not available for all three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheets by three.
  2. Experience of having successfully completed similar work (means **Preventive and breakdown maintenance of Fork-lifters**) during last 7 years ending **28<sup>th</sup> Feb 2019** should be either of the following:-
    - a. Three similar completed works contracts during last 7 years ending **28<sup>th</sup> Feb 2019** each costing not less than the amount equal to **Rs.2.87 Lakh**.

Or
    - b. Two similar completed works contracts during last 7 years ending **28<sup>th</sup> Feb 2019** each costing not less than the amount equal to **Rs. 3.59 Lakh**

Or
    - c. One similar completed work contracts during last 7 years ending **28<sup>th</sup> Feb 2019** each costing not less than the amount equal to **Rs. 5.75 Lakh**
3. Copy of PO/WO & satisfactory completion report/performance certificate in company letter head of customer meeting the criteria at SI No 2 above should be submitted along with the techno - commercial offer. The complete details of the customer contact person, name, address, e-mail and contact no. are also to be submitted.
4. Documentary proof (Execution Certificate) for the experience to be submitted along with Technical Bid. In case of experience in Private Sector relevant TDS Certificate/Traces must be attached as evidence.



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## ANNEXURE -D

**TECHNICAL BID APPLICATION FOR Preventive and breakdown maintenance of diesel operated Fork-lifters in BHEL-Jhansi (Work Contract)**

### (A) ESSENTIAL DOCUMENTS REQUIRED

1. Name of the firm : \_\_\_\_\_
2. Name of the Proprietor : \_\_\_\_\_
3. Address: \_\_\_\_\_
4. e-mail : \_\_\_\_\_
5. Contact Numbers : \_\_\_\_\_
6. ESI Code Number (of the company's operator) : \_\_\_\_\_

Copy of the ESI Certificate Enclosed / Not Enclosed

7. PAN/TAN Number : \_\_\_\_\_
8. Goods & Service Tax Number (PAN Based) : \_\_\_\_\_

Copy of Certificate Enclosed / Not Enclosed

9. Audited financial statement/CA Certificate as per tender: Enclosed / Not Enclosed
10. Experience Certificate: Enclosed / Not Enclosed

(Along with necessary enclosures as per tender to be submitted)

11. Earnest Money Deposit : Rs. \_\_\_\_\_
  - a) D.D. Number & Date : \_\_\_\_\_ Date \_\_\_\_\_
  - b) Drawn on (Bank) : \_\_\_\_\_
12. Any other relevant information : \_\_\_\_\_
13. Tender Cost : Rs. \_\_\_\_\_

D.D. No. /Receipt No : \_\_\_\_\_



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14. Validity of offer : \_\_\_\_\_

(At least 120 days from the date of tender Opening.)

15. Blank Price bid format : Enclosed / Not Enclosed

16. PF registration certificate (if exempted, submit exemption proof)

PF registration code: \_\_\_\_\_

Attach Copy of the PF registration

17. ESI registration certificate: (if exempted submit exemption proof)

ESI registration code: \_\_\_\_\_

Attach Copy of ESI registration

**(B) DESIRABLE:**

1. Income Tax return last 3 yrs. : Enclosed / Not Enclosed

2. Acceptance of Reverse Auction : Accepted / Not accepted

**We will fulfill all the obligations of the contractor and abide by the Terms & Conditions mentioned in the enquiry.**

Signature with Name & Office Seal

Date:

NOTE: TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPS. IN CASE THE BIDS ARE FOUND IN ONE SINGAL ENVELOPE THEN THE "BIDS" ARE LIABLE TO BE REJECTED.