



Bharat Heavy Electricals Limited
(A Government of India Undertaking)
BOILER AUXILIARIES PLANT
RANIPET - 632 406, INDIA

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Maintenance & Services Department

INVITING TENDER

| | |
|---|--|
| Tender Notice No | 9721MS19042E, DT: 25.02.2020. |
| Name of work | Comprehensive AMC for 05nos of 3.0 TR Capacity Cassette Air Conditioners. |
| Type of tender | Open tender. |
| Contract Period | Two years. |
| Earnest Money Deposit (EMD) Amount | Rs.3875/- (Rupees Three thousand eight hundred and seventy five only) |
| Last date & Time for Receipt of the Tender | 18.03.2020 at 14:00 hrs. |
| Date of Technical bid Opening | 18.03.2020 at 14:30 hrs onwards. |
| (Please obtain updated information from the website about the latest applicable dates & other changes if any in the tender contents) | |
| Price Bid Opening | Date will be intimated later. (Only to technically qualified tenderer) |
| Place of submission of Tender | Tender Box placed in M&S Office, BHEL – BAP. Ranipet – 632 406. |
| Address on the Sealed Tender Cover to be: | Deputy General Manager/Planning Section M &S Department Boiler Auxiliaries Plant BHARAT HEAVY ELECTRICALS LIMITED Ranipet, Vellore- RANIPET – 632 406 Tamil Nadu. |
| Venue of the Tender Opening | M&S Conference hall |
| Note: | |
| 1. The Tender documents can be down loaded from BHEL website (http://www.bhel.com/tender/list_tender.php) and also in Central Public Procurement Portal (CPP) website: http://eprocure.gov.in/epublish/app | |
| 2. Interested bidders may alternately collect hard copy of tender specification documents at free of cost from M&S Dept / PLG Section / BHEL / Ranipet on all working days (between 10.00 to 15.00 hrs). | |
| 3. BHEL reserves right to accept or reject any or all tenders without assigning any reasons whatsoever. | |
| 4. All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the web pages (www.bhel.com > Tender notifications > view corrigendum) & CPP Portal. Bidders shall keep themselves updated with all such developments. | |
| 5. BHEL reserves the right to reject any tender because of unsatisfactory performance of the bidder in any ongoing job or any similar job in the past. | |

ENGR/M&S PLG
Issuing Officer

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Procedure to submit tender:

- 1) The tender document should be submitted as follows.
 - Cover-1 shall contain the techno-commercial bid (Page 1 to 26) and all other relevant documents.
 - Cover-2 shall contain only a price bid. (Part II Page no.27).

Each of the above covers shall be super-scribed with tender number, respective cover content detail as Technical bid, Price bid and with-full name and address of the tenderer.

Finally, the above two covers shall be put in a single large cover and super-scribed with the tender number, due date, name of the work and with full name and address of the tenderer.

2) At the time of tender opening,

The Techno-commercial bids will be opened first. ii). Price bid will be opened, after evaluation and suitability of technical bids.

Qualification Criteria:

| S.NO | Description | Documents Requirement | Bidder's Confirmation |
|---|--|---|-----------------------|
| 1 | EMD | DD Number or SBI Collect or MSME ref: | |
| 2 | Eligibility Criteria | <p>Average annual audited financial turnover during the last three years ending 31st March 2019 Should be at least Rs.0.58/- lakhs. The copies of audited Balance Sheet and Profit & Loss account for last three financial years (2016-17, 2017-18 & 2018-19) ending on 31.03.2019 are to be submitted.</p> <p>Only those bidders who have successfully completed the previous works i.e. 'CAMC/Service for minimum 2.0TR Capacity Cassette AC' executed in any single year fully during last 7 years as on 31.01.2020 should be any of the following three categories is applicable.</p> <p>a. Three similar completed works costing not less than the amount equal to Rs.0.77/- Lakh.</p> <p style="text-align: center;">or</p> <p>b. Two similar completed works costing not less than the amount equal to Rs.0.96/- Lakh.</p> <p style="text-align: center;">or</p> <p>c. One similar completed works costing not less than the amount equal to Rs.1.54/- Lakh.</p> | |
| 3 | Document "Copies" to be submitted along with tender document. | Copy of work orders, completion certificate or invoice copies. | |
| <p>Possession of PF registration number is not mandatory. However the successful tenderer has to register with PF authorities and furnish the registration number before first Running Account Bill.</p> | | | |
| <p>Note:</p> <ol style="list-style-type: none"> 1. If tenderer is not providing any of the above documents, that tender will be rejected on basis of technical ground and their price bid will not be opened. 2. BHEL reserves its right to reject the tender because of unsatisfactory past performance by the bidder in other projects awarded under different enquiry. 3. Only the tenderer should have own firm name will be considered to eligibility criteria. 4. Tender will be rejected summarily, if any other unit of BHEL had initiated to process the ban or already banned. | | | |

Scope of Work

1. Periodical inspection and service of 3 Ton x 5nos of Cassette AC System, once in three months. The contractor shall depute their service person for **Eight times in 2 Years (12.5% of Total value of the contract will be paid on completion of each Service for 5 nos of ACS)** for attending a preventive maintenance preferably on working days, shall be carried out between 08.00 Hrs to 16.30 Hrs only. However, during exigency, the servicing time/days may be extended as approved by BHEL.
2. The broad scope of maintenance work once in three months will be as follows:
 - a) Lubricating / greasing the bearing of motors, fan etc.
 - b) Checking and aligning of blowers, fans, motors, etc.
 - c) Checking and keeping in good condition of compressors, Refrigeration lines, electrical contractors, OLRs, fuse units, control cable lines, power cable lines, and safety devices.
 - d) Cleaning of condensers and cooling coils by air / water.
 - e) Cleaning of air filters by air / water. once in three months.
 - f) Any transportation required for repairing and replacing the worn-out parts will be in contractor scope.
 - g) Replenishing the refrigerant required as a result of leak in the system arising out of fair wear & tear., leakage in joints, compressor seals, gauge flaring, inadequate maintenance etc. under the scope of contractor.
 - h) For preventive and breakdown maintenance works the required materials / tools such as gas, arc welding sets, oxygen, acetylene and nitrogen gas cylinders, vacuum pump etc. shall be arranged by the contractor.
3. Supply and Replacing or repairing of PCB / Motor of Indoor and outdoor units / Grills / Display unit / OLR / Contactor / Remote controller / Fuses / Fan Blade / IDU COIL / ODU COIL / Plastic parts/ Compressor / capacitors / relays / thermostat / Blower / Fasteners ETC., on free of cost by the contractor, whenever required.
4. The contractor has to attend all the Un restricted breakdown calls whenever BHEL as a required without any additional charges. On logging complaints, the contractor shall send a qualified AC technician to attend the breakdown. If the contractor does not complete a minor breakdown work within two BHEL working Days and Major Breakdown within four BHEL working days including holidays, Penalty will be imposed at the rate of ½% of the particular Annual BOQ value per week of delay and subject to a MAXIMUM ceiling of 10% of particular BOQ value. Any recovery will be done along with GST at applicable rate. Any transportation charges will be borne by the contractor.
5. All spare parts for repair/replacement including, compressor, fan motor & blower etc., shall be the responsibility of the contractor without any additional cost. It is contractor scope must stock and maintain the necessary spare parts and consumables for replacement against faulty at free of cost to fulfill its obligations under this contract. The replaced components against the faulty will be the property of BHEL.
6. The work shall not be subcontract/ sublet to any firm/agency without the consent of BHEL.

7. It may be noted that BHEL will not pay any advance payment on any account.

BHEL will pay 12.5% of Total value of the contract, after Every preventive maintenance done.

8. **Not Covered Under the Maintenance Service Schemes:**

Repairs/ replacement of electrical main incoming switch / circuit breakers, main incoming cable, fuse and indicating lamps...

9. **Termination of CAMC Agreement:**

If the performance of the service provider is found not satisfactory, BHEL will terminate the AMC contract with 15 day's notice period.

Tender for Comprehensive AMC for 05 nos of 3.0 TR Capacity Cassette Air Conditioners

TENDER NO: 9721MS19042E, Dt.25.02.2020

UNDERTAKING

I/We _____ do hereby solemnly affirm and declare that the My/Our firm /company/business entity is not blacklisted by any Government Department/Autonomous Organization etc. or prosecuted by any court of law.

Dated:

**Signature of Authorised Signatory
with stamp (Name of the person)**

Safety Rules

1. The Contractor must inspect the area of work to decide the safety precautions necessary for executing this contract.
2. Whenever people work at height more than six feet, platform shall be provided or the workers shall wear safety belt to avoid fall from the height.
3. Wherever any area declared as dangerous, the workers shall not be allowed to work till a written clearance is obtained from appropriate authorities.
4. No material of any kind shall be dropped or allowed to be dropped from any height.
5. Defective ladders shall not be used at all.
6. Inflammable materials shall not be stored near places where the sparks are likely to occur.
7. The necessary safety equipment is such as gloves, boots, helmets etc., must be issued to the workmen and strictly to be used while carrying out the work.
8. If the contractor workers found violating the safety precautions, punitive action will be taken by withholding a sum of Rs.500/- to Rs.1000/- from the contractor's bill for each violation.
9. The working area shall be kept clean and free from all obstructions.
10. All temporary electrical connections shall be properly earthed, insulated and periodically checked.
11. **The contractor shall take care of statutory requirements including PF/ESI work man compensation policy for their employees engaged for this work.**
12. All safety precautions are to be taken by the contractor at his cost.
13. These safety measures shall be deemed to form an integral part of the Work Order/Agreement.

Earnest Money Deposit:

- 1) Earnest Money Deposit (EMD) of **Rs.3875/- (Rupees Three thousand eight hundred and seventy-five only)** in the form of Demand Draft (DD) drawn from any nationalized bank, in favor of “BHEL, Ranipet” payable at SBI, Mukundarayapuram Branch (Code 7013) / Pay online (<https://www.onlinesbi.com/prelogin/icollecthome.htm>) and to be enclosed in separate cover with Technical bid. However, they have to furnish the details of Cash Receipt No. & Date on the top of the EMD cover. EMD in any other form will not be accepted. If vendor have their valid MSE Certificate, need not to pay EMD for this work.

BHEL has also made arrangements for payment of EMD thru' Online. The steps to make online payment is detailed as follows:

- i. Visit <https://www.onlinesbi.com/prelogin/icollecthome.htm>
 - ii. Click 'Proceed' button
 - iii. Select 'Tamil Nadu' in the drop down menu under 'State of Corporate/Institution'
 - iv. Select 'PSU-PUBLIC SECTOR UNDERTAKING' in the next drop down menu under "Type of Corporate/Institution"
 - v. Click 'Go' button
 - vi. Select 'BHEL BAP RANIPET' in the drop down menu under "PSU-PUBLIC SECTOR UNDERTAKING"
 - vii. Click 'Submit' Button
 - viii. Select 'EMD' in the drop down menu under 'Select Payment Category'
 - ix. Now Fill in the required details and ensure correctness of data filled. Ensure that you are entering correct enquiry/tender number and other details correctly.
 - x. Make payment for EMD as required in tender after entering the details and enclose copy of receipt along with tender documents.
- 2) The tender document without EMD amount will be rejected. The EMD amount submitted will be retained by BHEL till finalization of the contract. EMD submitted by the successful tenderer will be adjusted against security Deposit, and retained till the valid period of the contract/fulfillment of contractual obligations. EMD given by unsuccessful bidders shall be refunded within 15 days of acceptance of award of work by the successful tenderer. EMD paid on the name of bidders only acceptable.

EMD by the tenderer will be forfeited if (i) after opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates. (ii) The tenderer does not commence the work within 15 days from the date of LOI/Contract.

“BHEL shall have the right to recover any money due from the contractor from any money due to the contractor under this contract or any other contract or from the security deposit.”

“No interest shall be payable by BHEL on earnest money or security deposit, if applicable, or any money due to the contractor by BHEL.”

Tender Conditions

- 1) Tender must be submitted in a sealed covers and to address the DGM/M&S Planning & Contracts Section, BHEL/BAP/RANIPET-632406, with full name and address of the tenderer and the name of the work being super scribed on the cover. Late offers & incomplete offers shall become liable for rejection.
- 2) In case of opening day falls on holiday or anything 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. You/your authorized Representative may participate in the tender opening
- 3) The Tender document shall be published in the BHEL Web sites / CPP Portal. Any clarifications/corrigendum in this regards will be given only through BHEL web-sites & CPP Portal and not in any other mode of communication. Bidders shall visit the web page periodically.
- 4) All entries in the tender documents either in printed or written format. Errors and over writings are not permitted. The tenderers concerned shall duly sign all cancellations and insertions. Tenderer shall sign in all sheets of tender documents.
- 5) In case the tenderer finds discrepancies or omissions in any of the tender document or doubt as to their meaning, he should at once address the authority inviting the tender, for clarification before tender opening.
- 6) Tender shall be sealed and super scribed with tender number & date . Tenders submitted by post shall be sent by “REGISTERED POST WITH ACKNOWLEDGEMENT DUE” (or) ‘SPEED POST’(or) ‘COURIER’. These shall be posted with due allowance for any delay in postal delivery. On no account, tenders received after the due date and time fixed for receipt of tenders, will be accepted.
- 7) The techno commercial bid will be opened on 18.03.2020 @14:30 Hrs at M&S Department in the presence of BHEL/Ranipet official and such of those tenderer who choose to be present.
- 8) BHEL reserves the right to reject the lowest or all the tenders without assigning any reason and to split up the quantity to more than one tenderer.
- 9) The tenderer whose income is not taxable will be required to give an affidavit on their income in the proper form.
- 10) If a tenderer expires after the submission of the tender or after the acceptance of his tender, Bharat Heavy Electricals Limited, may at their discretion, cancel such tender. If a partner of a firm expires after the submission of the tender, or after the acceptance of the tender, Bharat Heavy Electricals Limited, may cancel such tender at their discretion, unless the firm retains its character.
- 11) Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.
- 12) The tenderer should produce certificate of credit worthiness along with particulars of cash credit/overdraft/Bank Guarantee/solvency facilities for limits enjoyed by them and the extent of the utilization so far from their bankers.
- 13) Tender documents will be issued only to the concerned party or their authorized representative and to be submitted by the same party. This tender schedule is not transferable under any circumstances.
- 14) All tenders shall reach M&S Department on or before the specified scheduled date & time. Tenders submitted after the due date will not be considered. BHEL is not liable for loss/damage/delay of the tender documents in transit.

- 15) The tenderers are requested to bear in mind the entire operations involved, and the conditions during currency of the contract, and request for rate revision of any kind will not be entertained.
- 16) The tenderer should go through the general conditions and other terms & conditions of the tender document thoroughly and the acknowledgement to be done by authorized person with signing at the bottom of the page.
- 17) If tenderer have to arise any question about the tender, they may please obtain clarification from M&S Department only in working days from 08.00 to 16.00 hrs with these members (Mr.L.Kumaraian, DGM/M&S PLG&Contracts/04172-284141 and Mr. D.Ramki, Engineer/M&S Contracts/04172-284143).
- 18) The **validity of the offer shall be 90 days** from the date of tender opening.

19) Multiple Bids:

The bidder in his own interest shall submit only one bid. If a bidder submits multiple bids, all the bids are liable for rejection. Bids shall be considered "Multiple" in the following circumstances:

- a) Two bids by the same party.
- b) If one bidder is the Affiliate of another bidder.

For the purpose of this clause "Affiliate" shall mean with respect to any Person, any other Person that, directly or indirectly, controls, is controlled by, or is under direct or indirect common control with, such Person, or is a director/ member / officer/ employee of such Person or of any Person who would otherwise qualify as an Affiliate of such Person pursuant to this definition; "Person" for the purposes of this definition shall mean any natural person, individual, corporation, limited partnership, co-operative, general partnership, joint stock company, joint venture, association, company, trust, bank, trust company, land trust, business trust, corporate body or other organization, whether or not a legal entity."

20) Fraud Prevention Policy:

The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about fraud or suspected fraud as soon as it comes to their notice.

- 21) BHEL employees and their dependents are NOT eligible to submit their offer against this contract. Even if they submit out of ignorance the offer shall be disqualified.

22) Proof of MSE Certificate:

vendor have their MSE Certificate, EMD need not to pay for this work. MSE suppliers can avail the intended benefits only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (Five years from the date of issue of acknowledgement in EMII) or valid NSIC certificate or EM-II certificate along with attested copy of a CA certificate (as below) where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the last date of bid opening (Part 1 in case of two part bid). Non submission of such documents will lead to consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiencies in the above required documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazettes officer. All MSE suppliers shall continue to be in PMD with MSE status based on the EM II certificate or valid NSIC certificate. Any new supplier will be eligible for registration with BHEL as MSE supplier provided at least any one of the following documents are submitted along with application for registration. a) Valid NSIC certificate or b) Entrepreneurs Memorandum part II (EM II) certificate

(valid based on deemed validity of 5 years) or c) EM II certificate along with attested copy of CA certificate (as per prescribed format as below applicable for the relevant financial year (latest audited), where the deemed validity of EM II is over.

However, credentials of all MSE suppliers will be verified before considering the intended benefits for MSE suppliers as per clause 9(ii) at the time of tender evaluation.

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: Rs..... Lacs 2. For Service Enterprises: Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006. Rs..... Lacs (Strike off whichever is not applicable) The above investment of Rs.....Lacs is within permissible limit of Rs.....Lacs for..... Micro/Small (Strike off which is not applicable) Category under MSMED Act 2006. Or The company has been graduated from its original category (Micro/Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is..... (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O.No.3322(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:

25) Suspension of Business Dealings:

The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors"

AA/MM/SB/01 Rev: 02, Dt.22.07.2016 displayed on BHEL website <http://www.bhel.com>. (http://www.bhel.com/vender_registration/pdf/Suspension_guidelines_adbridged.pdf)

26) **SET OFF Clause:** "BHEL shall have the right to recover any money which in the sole opinion or BHEL is due from the Contractor from any money due to the Contractor under this Contract or any other contract or from the Security Deposit furnished by the Contractor under this Contract or any other contract".

27) **Time Essence:** "Notwithstanding anything to the contrary, including, but not limited to, provisions relating to extension of time and compensation/or delay, time shall be the essence of the Contract

General Instructions to the Tenderer

1. Any deviation in this tender, terms & conditions and schedules will lead to total rejection of the offer submitted. Belated/late offers and incomplete offers shall become liable for rejection.
2. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete, otherwise considered defective, tenders not in accordance with the tender conditions are liable for rejection.
3. If tender is not submitted as per prescribed forms, it will be rejected.
4. While quoting the rates, the tenderer is advised to carefully take into account all factors including any fluctuations of whatsoever in the market conditions, working environment, housekeeping requirement, rates etc. No claim shall be entertained on this account after acceptance of the tender or during the currency of the contract.
5. If a tenderer withdraws his offer after submission or acceptance, fails to complete the works in accordance with instructions of In-charge of M&S/Electrical Services and their earnest money deposited will be forfeited.
6. M/s. Bharat Heavy Electricals Ltd, reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefore.
7. If tenderer have any doubts relevant to submit the offer, they are advised to clarify before submitting the quotation.
8. Rate should be quoted as per the work/rate schedule. If not, it will be rejected.
9. The contractor responsibility under this contract shall commence from the date of issue of LOI /WORK ORDER by BHEL.
10. (i) Should a tenderer or a contractor has a dependent/relative or in the case of a partnership firm, any of its partners or dependents of partners employed in BHEL, the authority inviting tenders shall be informed of this fact at the time of submission of the tender failing which tender may be disqualified or if such fact subsequently come to light, the contract may be cancelled.

(ii) BHEL employees and their dependents are not eligible to submit their offer against this tender.
11. In the event of expiry or in capacitance of a tenderer after submission of the tender, BHEL may at their discretion cancel their offer/quotation.
12. BHEL will not be bound by any Power of Attorney granted by the tenderer or on their behalf or changes in the composition of the firm made subsequent to the execution of the contract. They may, however, recognize such power of attorney and changes after obtaining proper legal advice, the cost of which will be chargeable to the contractor concerned.
13. If the contractor deliberately, gives wrong information in his tender or creates, conditions favorable for the acceptance of his tender, BHEL reserves the right to reject such tender at any stage.
14. Words imparting the singular number shall also have deemed to include the plural number and vice versa where the context to requires.
15. The expenses for completing and stamping the agreement shall be to the contractor's account and to be carried out immediately as demanded by BHEL.
16. The general and special conditions of contract are complementary to each other and where there is a conflict, the special conditions shall prevail. Concerning matters not covered by the General or Special Conditions of Contract, those contained in the specifications approved by BHEL shall apply.
17. Tenderers shall not increase their quoted rates at any point of time.
18. Canvassing in any form in connection with the tender is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable for rejection.

19. The "GENERAL CONDITIONS AND INSTRUCTIONS TO TENDERERS AND SPECIAL CONDITIONS TO THE TENDERER" shall be deemed to form an integral part of contract for the work to be entered into.
20. The tenderer should be present if called for clarifications/negotiation. In case, the tenderer's authorized person is attending the call, such person should have the due authorization letter and he should be capable of taking spot decisions.
21. In case the addressee is not interested in submitting quotation, the addressee should return all the tender papers with a covering letter stating that he is not interested in this tender.
22. The tenderers can visit BHEL on working days during office working hours for any clarifications before submitting their offer.
23. BHEL reserves the right to increase or decrease the tendered quantity and split the tendered quantity among more than one tenderer and place orders accordingly in any proportion, based on commitment, requirement and suppliers' capability in terms of delivery and quality.
24. Lowest prices received against BHEL tenders need not be the technically acceptable one and in that case BHEL reserves right not to consider the same.
25. To the extent possible BHEL would avoid negotiation if competitive and reasonable rates are obtained in the tender.
26. In case negotiation is found necessary BHEL reserves the right to restrict / select contractors based on the merits for the negotiations.
27. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.
- 28. Considering the nature of work and the contract is not divisible, the contract will be awarded to single party only. The overall value with service tax (cost to BHEL) will be considered for ranking.**
29. If a ring formation is suspected, BHEL may reject all offers or retender or call new sources who have not been contacted or responded against this tender.
30. Sources contacted in this tender does not automatically qualify for consideration just because they are found to be lowest in the tender. BHEL reserves the right to reject any offers without assigning any reason.
31. In the event of awarding of work, the performance of the tenderer of contract will be monitored for all categories of work and BHEL reserves the right to initiate suitable action including suspension / foreclosure / termination of the contract.
32. BHEL reserves the right to accept or reject the lowest or any other tender or accept or reject any part of such tender without assigning any reasons therefor.
33. The Successful Tenderer shall agree to the following conditions:

Contractor shall indemnify and keep indemnified BHEL, its other contractors and /or sub-contractors and its/their employees from all actions, proceedings, suits, claims, demands, liabilities, damages, losses, costs, charges, expenses judgments and fines arising out of or in the course of, or caused by the execution of work under the Contract or other obligations hereunder directly or indirectly associated herewith which may arise due to:

 - a. Breach of law by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - b. Negligence or willful default by the Contractor, or any of its sub-contractor, or any of their respective employees.

- c. failure by Contractor to proceed with Project in accordance with the determinations, instructions and clarifications of Company pending disagreement, dispute, protest, request for arbitration/ court proceedings.
- d. Loss of property or death of any employee of BHEL or of its other contractors/ sub-contractors.

The above shall be without prejudice to any other remedy that may be available to BHEL whether as per law, contract, equity or otherwise. The quantum of work/ nature of work to be carried out by the hired crane will be decided by BHEL from time to time and the availability of the combination of work.

34. Discrepancy in “words” & “Figures”:

- a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.
- d) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.

Details to be Filled by the Bidder

| | | |
|----|---|---|
| 1a | Name of applicant | |
| 1b | Full address | |
| 1c | Nationality | |
| 1d | Email Cell Phone Fax | |
| 2 | Whether the firm is individual firm or Sole proprietorship firm or partnership firm or Hindu undivided Family or association of persons or Private Limited company or Public Limited company or any other please specify. | |
| 3 | Whether the contractor has registered his workmen under employees State Insurance Act. If so, the Registration No./ Enrolment Number may be furnished. | |
| 4 | PAN no and documentary proof (Photo copy has to be enclosed) | |
| 5 | Whether the contractor has registered his workmen under Employees Provident Fund and Miscellaneous Provisions Act. (Photo copy has to be enclosed) | _____ |
| 6 | Applicable GST quoted: Note: Please refer clause no. (page no.019) of important note to bidders of this Tender regarding GST | Central tax@_____ % State tax@_____ % Integrated tax@- _____ % Union territory tax@_____ % |

Special Conditions of the Contract

- 1) Work instructions to be obtained from respective M&S Officials in written/oral. Log Sheets/Log Register/Measurement Book to be maintained (Already certified by the executing authority as and when the works are carried out) and it shall form the part of the payment documents.
- 2) Work carried out by BHEL on overlapping areas shall not be included in the claim and any deviations to this will be viewed seriously and treated as a violation to the contract.
- 3) The safety equipment **as per IS Standard** is to be provided by the contractor for their workmen. It is the responsibility of the contractor not only to provide the work force with such safety equipment at their cost as may be considered necessary for the execution of the work but also to ensure their wearing the above safety appliances, failing which corrective action will be taken by withholding the amount recommended by M&S /Safety Officials for each violation, which may be released only after compliance of the same. The work shall not be commenced without wearing the above safety appliances. The contractor has to give declaration that BHEL Safety Rules and Regulations as stipulated from time to time would be followed strictly. This undertaking shall be given prior to the execution of the contract.
- 4) The contractor must apply and provide ESI facilities to all his employees concern. Similarly, the contractor shall cover all his workers under ESI scheme and produce the enrollment/Code number allotted by ESI Authorities. The contractor shall be asked to furnish along with the bill each month for having effected payment of both deduction/contribution towards PF/ESI to the concerned statutory authorities.
- 5) The workmen engaged under this contract shall be covered by a comprehensive insurance scheme in the joint names of the contractor and BHEL. A copy of the attested policy along with premium receipt shall be deposited with BHEL before commencement of work.
- 6) The contractor shall pay the minimum wages to his workers not less than the wages that are being notified by the Tamil Nadu Government under the minimum wages Act effective from 01.04.1996 applicable for Engineering and Fabrication industry from time to time.
- 7) Any increase in wages paid to the workers on account of revision by T.N. Government subsequent to the award of contract and or during any time of execution of the contract WILL NOT BE REIMBURSED TO THE CONTRACTOR at actual. The contractor has to foresee such eventuality in advance and quote the rates accordingly.
- 8) The contractor has to ensure payment of the statutory prescribed minimum wages as applicable from time to time and maintain proper records of their timely disbursement. These records would need to be preserved and made available even after the contract is over for any verification by the various statutory authorities.
- 9) **Resolution of CPSEs Disputes:**

In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/ Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through AMRCD.

10) **Conciliation Clause:**

The Parties agree that if at any time (whether before, during or after the arbitral or judicial proceedings), any Disputes (which term shall mean and include any dispute, difference, question or disagreement arising in connection with construction, meaning, operation, effect, interpretation or breach of the agreement, contract or the Memorandum of Understanding (delete whichever is inapplicable), which the Parties are unable to settle mutually), arise inter-se the Parties, the same may, be referred by either party to Conciliation to be conducted through Independent Experts Committee to be appointed by competent authority of BHEL from the BHEL Panel of Conciliators

General Conditions of the Contract

1. DEFINITION: -

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

- a) The "Contract" means, the documents forming the tender and acceptance thereof, together with all the documents referred to therein including general and special conditions to contract. All these documents as applicable taken together shall be deemed to form one contract and shall be complementary to one another.
- b) The "work" means, the work described in the tender documents in individual work-orders as may be issued from time to time to the contractor by the Officer-In charge within the power conferred upon him including all notified or additional items of works and obligations to be carried out as required for the performance of contract.
- c) The "contractor" means, the individual Firm or Company whether incorporated or not, undertaking the work and shall include the legal personal representatives of such individuals or the persons composing the firm or Company or the successors of the firm or company and the permitted assigns of such individual or firm or Company.
- d) "The Officer-In charge" means, the Officer deputed by the Head of the Department to supervise the work or part of the work.
- e) "Approved" and "Directed" means, the approval or direction of Head of the Department or person deputed by him for the particular purposes.
- f) "BHARAT HEAVY ELECTRICALS LIMITED" (herein after referred to as BHEL) shall mean the Board of Directors, Chairman, Executive Director, General Manager or other Administrative Officer of the said Company including Head of the department of competent authority to invite tenders and enter into contract for works on behalf of the Company.
- g) The "Contract sum" means, the sum accepted or the sum calculated in accordance with the prices accepted in tender and / or the contract rates as payable to the contractor for the execution of the work during the currency of the contract.
- h) A "week" means, Seven Days, without regard to the number of hours worked or not worked in any day in that week.
- i) A "day" means, the day of 24 hours (TWENTY-FOUR) irrespective of the number of hours worked or not worked in that day.
- j) A "working day" means, any day other than that prescribed by the NEGOTIABLE INSTRUMENTS ACT as being a Holiday, and consists of the number of hours of labour as commonly recognized by good employers in the trade in the district where the work is carried out or as laid down in the BHEL regulations.

2. **HEADING TO THE CONTRACT CONDITIONS:** - The headings in these general conditions are solely for the purpose of facilitating reference and shall not be deemed to be part thereof or be taken into consideration in the interpretation or construction thereof or of the contract.

3. **WORK TO BE CARRIED OUT:** - The Contract shall, include all labour, materials, tools, plant, equipment and transport which may be required for the execution of the work. The Contractor will be deemed to have satisfied himself as to the nature of the site, local facilities of access and all matters affecting the execution of the work. No extra charges consequent on any misunderstanding in these respects or otherwise will be allowed.

4. **DEVIATIONS:** - The contractor shall not carry out any work not covered by schedule except in pursuance of the written instructions of Head of the Department. No such work shall be valid unless the same has been specifically confirmed and accepted by BHEL in writing and incorporated in the Contract.

5. OCTROI AND OTHER DUTIES: - All charges on account of Octroi terminal or Sales Tax and or other Duties on materials obtained for the work shall be borne by the Contractor.
6. PLANT AND EQUIPMENT: - The Contractor shall at his own expense, supply all tools, plant and equipment (Herein after referred to as T&P) required for the execution of the contract.
7. ASSIGNMENT OF TRANSFER OF CONTRACT: - The Contractor shall not without the prior written approval of the BHEL, assign or transfer the contract or any part thereof, or any share, or interest thereon to any other persons. No sum of money which may become payable under the contract shall be payable to any person, other than the contractor unless the prior written approval of the BHEL to the assignment or transfer of such money is given.
8. SUB-CONTRACT: - The Contractor shall not sub-let any portion of the contract without the prior written approval of the BHEL.
9. COMPLIANCE TO REGULATIONS AND BYE-LAWS: - The Contractor shall confirm to the provisions of any statute relating to the work and regulations and Bye-Laws of any local authority. The Contractor shall be bound to give all notices required by statute regulations or By-Laws as aforesaid and to pay all fees and taxes payable to any authority in respect thereof.
10. Should a tenderer or a contractor has a relative or in the case of a firm or company of contractors, any of its shareholders or shareholder's relative, employed in Bharat Heavy Electricals Ltd, the authority inviting tenders shall be informed of this fact at the time of submission of the offer, failing which the offer may be disqualified or if such fact subsequently come to light, the contract may be cancelled.
11. BHEL shall not be responsible for any loss of securities, due to liquidation for any other reasons, what-so-ever or any depreciation in the value of the securities while in their charge or for any loss of interest there on.
12. All compensation or other sums of money payable by the Contractor to BHEL under the terms of this contract or under any other contract with BHEL may be deducted from the Security Deposit or realized by the sale of the securities or from the interest arising there from or from any sums which may be due or may become due to the contractor by BHEL and in the event of this Security Deposit being deducted by reason of such deductions or sale, as aforesaid, the Contractor shall within 7 days thereafter, make good in cash or in securities endorsed as aforesaid, any sum by which the Security Deposit has been reduced.
13. ORDERS UNDER THE CONTRACT: - All orders, notices etc. to be given under the contract shall be in writing, type-script or printed and if sent by registered post to the address given in the tender of the Contract, shall be deemed to have been served on the date, when in the ordinary course they would have been delivered to him. The Contractor shall carry out immediately all orders given to him.
14. CONTRACTOR'S SUPERVISION: - The Contractor shall either himself supervise the execution of the contract or shall appoint a competent agent acceptable to the Head of the Department to act on his behalf. Orders given to the Contractor's agent shall be considered to have the same force as if they have been given to the Contractor himself. The Contractor or his accredited agent shall attend when required without making any claim for doing so, either the office of the Head of the Department or the OFFICER-INCHARGE, to receive instructions.
15. The Head of the Department shall have full powers and without assigning any reason, require the Contractor to immediately cease to employ in connection with this contract, any agent, servant or employee where continued employment is, in his opinion undesirable. The Contractor shall not be allowed any compensation on this account.
16. LABOUR: - The Contractor shall remain liable for the payment of all wages or other moneys to his work-people or employees under the payment of Wages Act 1936, Employees Liability Act. 1938, Workmen's Compensation Act 1923 or any other Act or enactment, relating thereto and rules framed, there under from time to time.

17. **PRECAUTIONS AGAINST RISK:** - The Contractor shall be responsible for providing at his own expense for all precautions to prevent loss or damage from all risks and to minimize the amount of any such loss or damage and for the necessary steps to be taken for the said purpose.
18. **DAMAGE & LOSS TO PRIVATE PROPERTY & INJURY TO WORKMEN:** -
- The Contractor shall at his own expense reinstate and make good to the satisfaction of the Head of the Department and pay compensation for any injury, loss or damage occurred to any property or rights whatever including property and rights of BHEL (or agents) servants or employee of BHEL, the injury loss or damage arising out of or in any way in connection with the execution or purported execution of the contract and further the contractor shall indemnify, the BHEL against all claims enforceable against BHEL (or any agent, servant or employee of BHEL) or which would be so enforceable against BHEL where BHEL is a private person, in respect of any such injury (including injury resulting in death) loss or damage to any person whomsoever or property including all claims which may arise under the Workmen's Compensation Act or otherwise.
19. **LAWS GOVERNING THE CONTRACT:** - The contract shall be governed Indian Laws for time being in force.
20. **CANCELLATION OF CONTRACT FOR CORRUPT ACTS:** - BHEL, whose decision shall be final and conclusive, shall without prejudice to any other right or remedy which shall have accrued shall accrue thereafter to BHEL cancel the contract in any of the following cases and the Contractor shall be liable to make payment to BHEL for any loss or damage resulting from any such cancellation to the same extend as provided in the case of cancellation for default.

If the Contractor shall: -

- (i) Offer or give or agree to give to any person in BHEL service any gift or consideration of any kind, as an inducement or reward for doing or for bearing to do or for having done or for borne to do any act, in relation to the obtaining or execution of this or any other contract for BHEL service,
- OR
- (ii) Enter in to a contract with BHEL in connection with which commission has been paid or agreed to be paid by him or with his knowledge, unless the particulars of any such commission and the terms of payment thereof have previously been disclosed in writing to BHEL,
- OR
- (iii) Obtaining a contract with BHEL, result of ring tendering or by non-bonafide methods of competitive tendering, without first disclosing the fact in writing to BHEL.

21. **Risk Purchase Clause:**

- i) In case of any neglect or refusal on the part of the Contractor to:

- * Commence the Contract, or
- * If in the opinion of BHEL, the Contract performed by the Contractor are not satisfactory, or
- * If the Contractor fails to carry out the Contract or as per instructions of the BHEL or officer authorized by it,

BHEL shall have the right to have the Work done by any means, including by engaging a new contractor, at the Contractor's sole risk and expenses.

- ii) The above shall be without prejudice to any other remedy that may be available to BHEL whether as per law, contract, equity or otherwise. iii) In the event, the cost of the work so done (as certified by BHEL which is final and conclusive) is less than the Contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the Contract, the Contractor shall either pay the excess amount ordered by BHEL or the same shall be recovered from the Contractor by other means.

22. CANCELLATION OF CONTRACT FOR INSOLVENCY ASSIGNMENT OF TRANSFER OR SUB-LETTING OF CONTRACT: -

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

If the Contractor,

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

OR

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

OR

- c) Assigns, Transfers, Sub-lets or attempts to assign, transfer or sub-let any portion of the work without the prior written approval of the BHEL
- d) Whenever BHEL exercise the authority to cancel the contract under this conditions, BHEL may have the work done by any means at the Contractor's risks and expenses provided always that in the event of the cost of the work so done (as certified by authorized officials of M&S which is final and conclusive) being less than the contract cost, the advantage shall accrue to the BHEL and if the cost exceeds the money due to Contractor under the contract, the Contractor shall either pay the excess amount ordered by Head of the Department or the same shall be recovered from the Contractor by other means.
- e) In case BHEL carries-out the work under the provisions of this condition the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and/or labour provided by the BHEL with an addition of such percentage to cover superintendence and establishment charges as may be decided by the Head of the Department whose decision shall be final and conclusive.
- f) In case BHEL carries-out the work under the provisions of this condition the cost to be taken into account in determining the excess cost to be charged to the Contractor under this condition shall consist of the cost of the materials, hire charges of tools and plants and/or labour provided by the BHEL with an addition of such percentage to cover superintendence and establishment charges as may be decided by the Head of the Department whose decision shall be final and conclusive.

23. Cancellation of Contract in Part of Full for Contractor's Default: -

If the Contractor:

- a) makes default in carrying out the work as directed and continues in that state after a reasonable notice from Head of the Department or his authorized representative;
- b) fails to comply with any of the Terms and Conditions of the contract or after reasonable notice in writing with orders properly issued there under;
- c) BHEL, may without prejudice to any other right or remedy which shall have accrued or shall accrue thereafter to BHEL CANCEL the contract as whole or in part thereof or only such work order or items of work in default from the contract. Whenever BHEL exercise the authority to cancel the contract as whole or part under this condition BHEL may complete the work at the contractor's risk and cost (as certified by Head of the Department which is final and conclusive) being less than the contract cost, the advantage shall accrue to the BHEL. If the cost exceeds the

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

24. Termination of Contract on Death of Contractor. :-

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

25. SPECIAL POWER TO TERMINATION:- If at any time after the award of contract, BHEL shall for any reason whatsoever not require whole or any part of the work to be carried out the Head of the Department shall give notice in writing of the fact to the Contractor who shall have no claim to any payment of compensation or otherwise howsoever on account of any profit or advantage which he might have derived from the execution of the work in full but which he did not derive in consequence of the fore-closing of the work.

“If any employee/labourer working in the contract is found involved in corruption activities, the contract will be terminated and the contractor will be banned for applying for any future contract for 3 years.”

26. RECOVERY FROM CONTRACTOR: - Whenever under the contract, any sum of money, shall be recoverable from or payable by the Contractors, the same may be deducted from or any sum then due or which at any time thereafter may become due to Contractor under the contract or under any other contract with BHEL.

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

28. FORCE MEJEURE CLAUSE:- If, at any time during the continuance of this Contract the performance in whole or in part by either party of any obligations under this Contract shall be prevented or delayed by reason of any War, Hostile acts of the public enemy Civil Commotion, Epidemics, or Acts of God (Floods, Storm/Cyclone, Hurricane, Earth Quake etc.) then provided notice of happening of any such event is given by either party to other within 7 days from the date of occurrence therefore neither party shall by reason of such event be entitled to terminate this Contract nor shall either party have any claim for damages against the other in respect of such non-performance and delay in performance under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist. If the performance in whole or part of any obligation under this Contract is prevented or delayed by reason of any such event, claims for extension of time shall be granted for periods considered reasonable by the Head of the Department subject to prompt notification by the contractor.

29. Arbitration: -

All disputes between the parties to the Contract, arising out of or relation to the Contract shall after written notice by either party to the Contract to the other party be referred. And that disputes will be resolved by an arbitrator nominated by the Unit Head of BHEL Ranipet.

ii) The venue of Arbitration shall be Ranipet, Tamil Nadu. The arbitrator may hold meetings for convenience in such a place or places discretion.

iii) The award of the Arbitrator shall be final, conclusive and binding on both parties to the Contract.

- iv) The Contractor shall, notwithstanding any disagreement, dispute, protest, request for arbitration, court or other proceedings, continue to perform the Services in accordance with the determinations, instructions and clarifications of BHEL.
- v) "The Contractor agrees that no claim for interest or damages will be entertained or be payable by BHEL in respect of any money or balances or amounts of whatsoever nature which may be lying with BHEL owing to any disputes or differences between the parties irrespective of whether the same is decided by any authority to be paid or returned to the Contractor.
- b) Subject to the above, the appropriate court in Ranipet shall have the exclusive jurisdiction over any disputing arising out of or in connection with this Contract.
30. Time is the essence of contract and hence any delay in Execution of contract will attract penal action by BHEL by deduction of such amounts as may be fixed by BHEL as compensation for the delay of work. This is without prejudice to general conditions of contract mentioned elsewhere regarding deduction for taking alternative action / cancellation of contract.
31. The quantities mentioned in the tender are only tentative and approximate with variation upto 10%. No compensation will be paid in case of deviations in the mentioned quantities.
32. **SIGNING OF CONTRACT:** - Each contract document shall be signed by the Contractor with his usual signature. Contract by partnership of Hindu Joint Family firm, may be signed in the FIRM'S name by one of the Partners or the Karta or Manager as the case may be or by any other duly authorized representative followed by the name and designation of the persons so signing. Contracts by a Company shall be signed with the name of the Company by a person authorized in this behalf and a power of attorney or other satisfactory proof showing that the persons signing the Contract documents on behalf of the Company is duly authorized to do so, shall accompany the contract.
33. All statutory requirements under Minimum Wages Act,1948, Factories Act 1948, Workmen Compensation Act 1923, Employees Provident Fund and Miscellaneous Provisions Act, 1952, Payment of Gratuity Act 1972, Employee State Insurance Act 1948, Contract Labour (R&A) Act 1970, Payment of Bonus Act 1965, Income Tax Act, Service Tax Act and all other applicable Acts shall be complied with by the Contractor.
34. Contractor shall comply with all statutory requirements, rules, regulations, notifications in relation to employment of his employees issued from time to time by the concerned authorities.
35. Contractor shall indemnify BHEL against all claims and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.
36. Contractor wherever applicable shall maintain proper records prescribed by the concerned statutory authorities and provides a copy of the same to BHEL.
37. Contractor shall furnish proper returns to the concerned statutory authorities and provide a copy of the same to BHEL.
38. No interest shall be payable by BHEL on Earnest Money/ Security Deposit/ or any money due to the Contractor by BHEL. "BHEL shall have the right to recover any money due from the contractor from any money due to the contractor under this contract or any other contract or from the security deposit."

39. Payment Terms:

Payment will be made on quarterly basis after completion of job on submission of invoices/bills (in Triplicate) duly certify by the user department along with service report. It will be made within reasonable time from the date of submission of bills along with all the enclosures as required by the BHEL. Payment through electronic fund transfer (EFT) / RTGS) only after deducting Bank charges.

40. **Security Deposit:**

The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.

Modes of deposit:

After adjusted of EMD towards the required amount of Security Deposit, the balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms

Cash (as permissible under the extant Income Tax Act),

Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL.

Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL.

Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL).

(Note: BHEL will not be liable or responsible in any manner for the collection of interest **or renewal of the documents or in any other matter connected therewith**).

At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.

If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor. The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work.

Security deposit shall not carry any interest.

Security deposit shall be refunded only after successful completion of the contract to BHEL's satisfaction.

Refund of Security Deposit:- If the Contractor performs and completes the work in all respects to the entire satisfaction of BHEL and presents an absolute "No Demand Certificate" in the prescribed form and returns properties belonging to BHEL handed over, lent or hired by him for carrying out the said works, Security Deposit will be released to the Contractor after deducting all cost of expenses or other amounts that are to be paid to BHEL under this or other contracts entered into with the Contractor. It may be noted that in no case the Security Deposit shall be refunded/released prior to passing of final bill.

Notice of Accident:

1. Notwithstanding anything contrary to this, in the event of accident the contractor shall be required to fill injury report, submit the Engineer In-charge immediately, and ensure the compliance of ESI/Workmen's Compensation Act, Factories Act and Rules made there under. He shall also maintain a register of accident as per the Act.
2. The contractor shall get the contract labour engaged by him insured under Workmen's Compensation Policy from General Insurance Corporation of India before actually starting the work of contract. The insurance coverage should be for the entire period of contract. The contractor shall comply with the provisions of the Workmen's Compensation Act 1923 (This should be read in connection with the provisions of ESI Act).

Settlement of compensation on account of accidents (Death/Permanent total disablement).

In the event of death or permanent disability resulting from loss of both limbs Rs.10,00,000/- (Rupees Ten lakhs only).

In the event of other permanent disability Rs.7,00,000/- (Rupees Seven lakhs only).

Permanent disablement that is classified as permanent total disablement under section 2(l) of the Employees' Compensation Act, 1923.

3. The contractor shall ensure that their workmens are covered under the Employees State Insurance Act and produce to BHEL such Registration number/Enrolment number before executing the contract work.
4. The contractor shall regularly pay the amount of contribution i.e., employer's contribution as well as employees' contribution in pursuance of the above scheme as fixed from time to time. The contribution payable presently is 0.75% of wages to be recovered from his/her workmen and 3.25% of wages to be contributed by the contractor. Contribution recovered from employee and contribution made by the contractor may be rounded to the next higher multiples of five paise.
5. The contractor shall take note of any amendment that may be brought forth in the above contribution rate and act accordingly.
6. The contractor shall ensure that his/her workers are covered under the EPF and miscellaneous Provisions Act 1952 and accordingly produce to the BHEL Management the registration/enrolment number before award of contract work.
7. All employees are eligible to become a member of provident fund from the date of joining the establishment and the worker and contractor contributions are 12% and 13% respectively. The contractor is also liable to pay any administrative charges in this behalf that may be decided from time to time. It will be the responsibility of the contractor to ensure such contribution payable in respect of workmen employed through sub-contractors also.
8. The contractor shall take note of any amendment in the rate of contribution payable under the scheme from time to time.
9. The contractor shall within seven days of the close of every month submit to BHEL a statement showing the amount of contribution payable/paid for employees engaged by him or through him and shall also furnish to BHEL such information, as principal employer is required to furnish under the provisions of the ESI Act and PF as well as the scheme made there under to the authorities concerned.
10. In case of non-compliance of any of the provisions of the acts and in case BHEL having complied with the same, BHEL will be entitled to recover the same from the contractor/sub-contractor.
11. Non-exercise of any of the powers or rights available to BHEL hereunder or under any law, shall not in any way operate as waiver thereof.

General: Contractor should follow all the provisions of labour legislation and statutory obligations. Provisions and when amended will also apply.

GST:

Registration & GST Rate

1. Bidder should indicate GSTIN No. (Copy of GST registration to be enclosed) and PAN No. (copy of PAN to be enclosed).
2. Tender will be considered/ accepted, if & only if the vendor has a valid GST Registration No.
3. Central Tax/ State Tax/ Integrated Tax/ Union Territory tax to be quoted as extra in %.
4. Bidders to ensure correct applicability of Central Tax/ State Tax/ Integrated Tax/ Union Territory tax based on the Inter / Intra state movement Supply of goods and provision services or both.

Invoicing & Payment

5. The Tax Invoice for supply of Goods & Services should be raised as per the provision of GST Act & Rules and must compulsorily mention the following: -
 - a. BHEL-RANIPET GSTIN: 33AAACB4146P2ZL
 - b. HSN Code or Service Accounting Code for supply of goods or services.
 - c. Name & address of supplier
 - d. GSTIN of Supplier
 - e. Consecutive Serial Number & date of issue
 - f. Description of goods or services
 - g. Total value of supply
 - h. Taxable value of supply
 - i. Tax Rate – Central Tax & State Tax or Integrated Tax, Cess
 - j. Amount of Tax charged
 - k. Place of supply
 - l. Address of delivery if different from place of supply
 - m. Signature of authorized signatory
6. Reimbursement of GST to the vendor is contingent upon complying with the following condition by the service provider: -
 - i. Uploading the onward GST Return (**GSTR-1**) in GSTN Network portal within the statutory time period.
 - ii. Discharging the GST tax liability to the Government.
 - iii. Submission of Tax Invoice to BHEL.
 - iv. Submission of proof of payment of GST to BHEL.
 - v. Avail-ment of Input Tax Credit by BHEL.

Input Tax Credit

7. In case GST credit is delayed/ denied to BHEL, due to non/delayed receipt of goods and/or services and/or tax invoice or expiry of timeline prescribed in GST Law for availing such ITC, or any other reason not attributable to BHEL, GST amount shall be recoverable from Vendor along with interest & penalty levied/ leviable.
8. In case vendor delays declaring such invoice in his return and GST credit availed by BHEL is denied or reversed subsequently as per GST law, GST amount paid by BHEL towards such ITC reversal as per GST law shall be recoverable from vendor/contractor along with interest & penalty levied/ leviable on BHEL.

9. In case of discrepancy in the data uploaded by supplier in the GSTN portal or in case of any incomplete work/service, then BHEL will not be able to avail the tax credit and will notify the supplier of the same. Supplier has to rectify the data discrepancy in the GSTN portal or issue credit note (details to be uploaded in GSTN portal).
10. For any such delay in availing of tax credit for reasons attributable to vendor (as mentioned above), interest as per the GST Act & Rules, along with penalty, if any will be deducted for the delayed period i.e. from the month of receipt till the month tax credit is availed, from the running bills.

Penalty for Non-compliance of GST Act

11. Penalty amount so determined along with GST if applicable thereon shall be recovered from the contractor.

Other Provision

12. Any reduction in rate of Tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices.
13. The agency should quote the applicable taxes and duties in the technical bid (part-A) as well as in price bid (Part-B).
14. All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST).
15. The Prices quoted above must be inclusive of all taxes and duties and exclusive of GST, which will be payable extra as per applicable rules and subject to Submission of documentary evidence.
16. If the Contractor is not registered for any statutory obligation and not liable there to, then a declaration shall be submitted along with offer that they are within the threshold limit.

The following details to be furnished by the bidder:

| S. No. | Details | To be filled by the bidder |
|---------------|---|-----------------------------------|
| 1 | GSTIN No. (Copy to be enclosed) | |
| 2 | PAN No (Copy to be enclosed) | |
| 3 | HSN Code & SAC Code (Copy to be enclosed) | |

UNPRICE BID

Confirmation to quote applicable GST Percentage.

| S. NO | Description | Unit | Qty (a) | Rate in Rs (b) | Amount in Rs C = (a) * (b) |
|------------------------------|--|------|---------|----------------|----------------------------|
| 1 | Comprehensive AMC for 05 nos of 3.0 TR Cassette Air Conditioning for "2" years period as per detailed scope of work fully to be followed | No | 05 | Quoted | Quoted |
| Sub Total | | | | | Quoted |
| Central Tax@_____ | | | | | |
| State Tax@_____ | | | | | |
| Integrated Tax@_____ | | | | | |
| Union Territory@_____ | | | | | |
| Total Amount | | | | | Quoted |

Note: Vendor to quote only GST value in un-price bid.

Schedule of Work

PRICE BID

Name of the work : Comprehensive AMC for 05nos of 3.0 TR Capacity Cassette Air Conditioners.

Contract period : Two years.

Tender notice : 9721MS19041E, DT: 25.02.2020.

| S. NO | Description | Unit | Qty (a) | Rate in Rs (b) | Amount in Rs C = (a) * (b) *2 |
|------------------------------|--|------|---------|----------------|-------------------------------|
| 1 | Comprehensive AMC for 05nos of 3.0 TR Cassette Air Conditioning for "2" years period as per detailed scope of work fully to be followed. | No | 05 | | |
| Sub Total | | | | | |
| Central Tax@_____ | | | | | |
| State Tax@_____ | | | | | |
| Integrated Tax@_____ | | | | | |
| Union Territory@_____ | | | | | |
| Total Amount | | | | | |

Penalty clause:

To claim compensation for losses sustained including BHEL's supervision charges and overheads for completion on termination of contract. If the contractor does not complete a minor breakdown work within two BHEL working Days and Major Breakdown within four BHEL working days including holidays, Penalty will be imposed at the rate of ½% of the particular Annual BOQ value per week of delay and subject to a MAXIMUM ceiling of 10% of particular BOQ value. Any recovery will be done along with GST at applicable rate.