

	<p>Bharat Heavy Electricals Limited (A Government of India Undertaking) BOILER AUXILIARIES PLANT RANIPET - 632 406, INDIA</p>	Phone No: 04172-284259,284698 E-mail: babudr@bhel.in mpcsekhar@bhel.in
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WORKS CONTRACT MANAGEMENT DEPARTMENT

REGISTERED POST WITH ACK.DUE

INVITING TENDER	
Tender Notice No	9870052E, DT: 30.12.2017.
Name of work	Operation and Maintenance of 5MWp Solar Power Plant at BHEL, Ranipet Premises.
Type of tender	Open tender.
Period of contract	Two years.
Earnest Money Deposit (EMD) Amount	Rs.86,400/- (Eighty six thousand and Four hundred only)
Last date & Time for Receipt of the Tender	24.01.2018 at 14.00 hrs.
Date of Technical bid Opening	24.01.2018 at 14.30 hrs.
(Please obtain updated information from the BHEL website about the latest applicable dates & other changes if any in the tender contents)	
Date of Price Bid Opening	Bidders whose technical bids are found acceptable will be intimated separately about the status of their offers and the date of opening of Price Bid.
Place of submission of Tender	Tender Box placed in WCM Department (Engg. Building – Ground Floor (West side), BHEL –BAP- Ranipet – 632 406.
Address on the Sealed Tender Cover to be:	DGM/ WCM DEPARTMENT ENG. BUILDING –GROUND FLOOR(WEST SIDE), BHARAT HEAVY ELECTRICALS LIMITED RANIPET , VELLORE DISTRICT, TAMILNADU– 632 406
Venue of the Tender Opening	WCM Department
Note:	
<ol style="list-style-type: none"> The Tender documents can be down loaded from BHEL website (http://www.bhel.com/tender/list_tender.php) and Govt tender web site: http://tenders.gov.in/ and also Central Public Procurement Portal (CPP) website: http://eprocure.gov.in/epublish/app The bidders who registered in other units of BHEL for this type of works may also participate with proper supporting documents. After technical evaluation and acceptance, their offer will be considered for price bid opening. Unregistered bidders who are having experience in this type of works, they may also submit their technical bid. After technical evaluation they may be considered for future tenders. BHEL reserves the right to accept or reject any or all tenders without assigning any reasons whatsoever. All corrigenda, addenda, amendments, clarifications etc. to tender specification will be hosted in the web pages (www.bhel.com > Tender notifications > view corrigendum) only and not in the news papers. Bidders shall keep themselves updated with all such developments. BHEL reserves the right to reject any tender on the basis of unsatisfactory performance of the bidder in any on going job or any similar job in the past. 	

**DGM / WCM
(ISSUING OFFICER)**

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SCOPE OF WORK**Annexure-I**

1. **Operations and Maintenance Work of 5 MW Solar Power Plant, BHEL, Ranipet:** - For TWO YEARS. Date of commencement of operations and maintenance is 07.03.2018 with all Working Personnel, Tools, Safety equipment, etc.

2. **Period of Operation & Maintenance :**

Vendor shall operate and maintain the power plant for a period of two years from **07.03.2018** to **06.03.2020**.

Bidder shall visit the Plant before submitting their offer to get to know the location for deploying suitable personnel for these works, equipment & understanding the scope of work and function of the Plant(if required).

3. **Requirement O & M personnel:**

Vendor shall deploy the following mentioned minimum personnel:

3.1. **Four Plant Operators** shall be deployed for the operations and maintenance of the Plant. All the four Plant operators should have minimum Two years of Experience in the Operations and Maintenance of 11 KV Solar Power Plant.

Among the four Plant operators, Two Operators (**Skilled Persons**) shall be of ' C ' License Holders for HT operations (11kV minimum) with DEEE / BEEE level qualifications. They should have experience with overall responsibility for complete plant operations. One out of these two shall be Technical- cum – Administrative in-charge and must have competence to deftly handle technical and Operational/crisis problems and will be responsible for complete plant operations. This is a mandatory requirement.

Other Two Plant Operators (**Semiskilled Persons**) with ITI / DEEE level qualifications in engineering with competence for operating electrical / electronics / mechanical equipment, taking measurement, data logging / maintaining registers, preparation of reports in computer.

3.2. **FIVE unskilled persons** (Panel Cleaners) for regular house-keeping of Control room/ water cleaning of SPV modules / Grass Cutting of the yard / removing Garbage from the Yard / Helping during Maintenance works , etc. All five Panel Cleaners should have good Experience in Cleaning and House keeping of Solar plant.

4. **Required Tools and other items :**

1. Hand Crimping Tool to Crimp 1.5sq.mm to 10 sq. mm Lugs....01 set
2. Hand Crimping Tool to Crimp 10 sq.mm to 400 sq. mm Lugs....01 set
3. Anti corrosive Paste...100 Gram Tube ...01 no per Year
4. Air Blower with MIN: Capacity of 600 W (motor capacity).
5. **Heavy duty Lawn Mover (Min: 5HP)...01 no.**
Spare Blade...04 nos. shall be maintained in good condition, always.
6. Grass cutting Knife...10 nos. (5 nos. issue to panel cleaners and Spare Grass cutting Knife ...5 nos. shall be maintained in good condition). Grass cutting Knife shall be sharpened , once in a week, using Hand Grinder.
7. New Double end Spanners: From 6mm to 50 mm ...02 sets
8. New Double end Spanners: From 6mm to 50 mm ...02 sets
9. New Tubular Spanners with extension Rods: From 6mm to 50 mm ...02 sets
10. New Hammers : 250 Gram..01 no, 500 Gram...01no, 01 KG...01 no.
11. New Screw Drivers : Small, Medium, Large.. 02 SE
12. New Measuring tapes: 3m ...02 nos., 15M ...02 nos., 50M ...02 nos.
13. New Chisels ...02 nos.
14. New Cutting Pliers, Nose Pliers, Connectors (Each 02 nos.), Insulation Tapes, etc.

15. Hand Drilling Machine (01 no) with Drill Bits (Min: 2mm to 12mm...02 sets)
16. Manila Rope : Size: 3/4" x 20M Length ...01 no
17. At least Two nos. of New Torch lights (3 cell capacity) with Battery (No: 1050) OR Equivalent Rechargeable Torch Lights in good condition.
18. Flexible PVC Hose of size 1" Dia. x 50 M length x 3 nos. shall be used.
19. 4 core x 2.5 Sq. mm, PVC, copper , Flexible Cable: 250 Mtrs.
20. Angle Grinder, 11000 RPM, DISC DIA: 100 mm, 230 V, 50 HZ, 750W to 900W, BOSCH make.

All the above said Tools and other items can be taken by the Contractor, after the contract Period is over.

5. Analog / Digital Meters (MICO / AEI / WACO / KUSAN MICO):

- a. Multi meters To check AC and DC Parameters ...02 nos.
- b. Tong testers To check AC and DC Parameters ...02 nos.
- c. Meggers a.500V ...02 nos.
b.1000V ...02 nos.
c.5000V ...02 nos.
- d. Earth Testers (0 to 10 ohms, 0 to 100 ohms)...02 nos.

All the above said Meters should have valid Calibrated Certificates

All the above said Meters can be taken by the Contractor ,after the contract Period is over.

6. Protective Equipment, Uniform ETC.:

- a. All O&M personnel shall be provided with one raincoat per person per two years.
- b. Rubber safety Gloves as per ISI :4770 / 1968 / 1991,Working Potential : 3300 V ...02 sets
- c. Rubber safety Gloves as per ISI :4770 / 1968 / 1991,Working Potential : 7500 V ...01 set

All the Rubber safety Gloves are to be Tested at appropriate Lab, once in 6 months from the manufactured date for healthiness or New Rubber safety Gloves should be provided.

e. Gum Boots should be provided for all the Plant operators and Panel Cleaners ,once in a year.

F .At least six nos. of New Safety Helmets are to be provided in the Control room

g. At least 3 nos. of New Safety Belts are to be provided in the Control room

h. At least 4 nos. of New Safety Goggles are to be provided in the Control room

i. New Safety shoes are to be issued to all Plant operators , once in a Year.

j. Vendor shall provide uniforms (Dark Blue color Pant and Light Blue color Shirt) for the Plant Operators .

(At least 2.6 M per person x 4 Plant Operators) Length of Pant Cloth and (At least 4.0 M per person x 4 Plant Operators) Length of Shirt Cloth Should be issued to the all Plant Operators per year with Stitching Charges (Rs.500 per Set).

k. Any other personal protective equipment (PPE) that is relevant to ensure human safety.

l. Names, qualification, work responsibility of personnel shall be listed on a display board within control room.

m. Attendance register shall be maintained for both the teams.

n. BHEL shall have right to disallow any O&M employee, if found unfit to perform. BHEL instructions issued in writing shall be binding on vendor who shall replace the person.

o. O&M personnel at site shall confirm to general regulations in force at site and to any special instructions from BHEL administration.

p. O&M personnel at site shall be deemed to be aware of damages and risks incidental to conditions of BHEL land and works from time to time and BHEL shall not be responsible for any injury to personnel arising there from.

q. Training to O&M personnel

It is the absolute responsibility of vendor to ensure imparting of necessary training to their O&M personnel to get them acquainted with the operations of various electrical and mechanical equipment of the power plant.

r. First Aid Box with Necessary Medical items.

7. Availability of O&M personnel at power plant:

- (a) Vendor shall ensure that Plant Operators are present in the power plant as mentioned Below
1. **First Shift : 06:00 AM to 03:00 PM , (C license Holder + 01 Plant operator = Two Plant Operators)**
Tiffin Time: 08:30AM to 09:00 AM, Meal Time : 01:00PM to 02:00PM,
 2. **Second Shift : 09:30 AM to 06:30PM , (C license Holder + 01 Plant operator= Two Plant Operators)**
Meal Time : 01:00PM to 02:00PM
 3. **General Shift : 08:30AM to 05:30 PM , (For 5 Panel Cleaners)**
Meal Time : 01:00PM to 02:00PM
- (b) The above timings may vary based on the BHEL requirement.
- (c) Vendor shall ensure that certain minimum operating staffs are present at the power plant even on festivals, public holidays and any other unique occasions so that the plant is run under competent supervision on all days.

O&M personnel shall strictly, not use any part of the power plant for their personal / residential purposes. Their presence at the plant shall, strictly, be meant only for the purpose of operation and maintenance of plant.

8. O&M operations – Daily basis:

1. Control room cleaning – dry sweeping, wet mopping
2. Water wash cleaning of toilets, urinals
3. Watering of plants, Trimming of Plants.
4. Logging of parameters of PCUs, ACDB, UPS with Battery, HT panels, transformers, Weather Reports and equipment tripping/ breakdown, EB Failures, etc. as per BHEL requirements.
5. Recording Parameters of SCADA data station / PC operations for daily monitoring of weather parameters, trend graphs and urgent reporting to BHEL in case of any problems / anomalies observed with any of the parameters.
6. RO Drinking water to be arranged for O&M personnel at site.
7. Removal of garbage from solar array field, switchyard, roads, drains, Control Room, etc.
8. Checking Transformer oil Leak, Temperature, etc.
9. Contacting Supplier / Service Engineer / TANGEDCO / ETC., to complete Break down Maintenance / Service / Etc., through Vendor's Cell Phone.
10. Any other work, related with Solar Power Plant.

9. O&M activities – Weekly basis:

1. Entering Silica GEL status, If necessary, Frying Silica GEL , using Big PAN and Spatula for 07 nos. of Transformers.
2. First aid box items – medicines and accessories shall be filled.

10. Solar Panel Cleaning – At least Once in Two Months (Approximately):

1. All the Solar Modules (19,632 nos.) are to be cleaned using Water and Mobs
2. PVC Hose of size 1" Dia. x 50 M length... At least 05 Nos. shall be used.
3. Big size PVC mob (Mob containing metal should not be used)..At least 04 nos. per month shall be used.

11. O&M activities – Monthly basis:

1. Submission of values / status of plant parameters and events for the corresponding month, as below, as per BHEL approved formats:
2. Daily values of weather parameters (solar energy, wind speed, ambient temperature)
3. Daily energy generation
4. Events (with date, time) of faults / tripping / breakdown of equipment
5. Events (with date, time) of grid outage
6. Events (with date, time) of equipment damages, accidents and thefts
7. Activities of module cleaning

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8. Watering Earth Pits (214 nos.)
9. Monthly reports shall be submitted to BHEL for all the above data.
10. Energy generation / meter reading report to be prepared and submitted to the concerned department (TNEB etc.). Signatures from BHEL, Ranipet and substation representatives shall be obtained wherever required.
11. Preventive maintenance of VCB/ACB/PCU/ Transformer etc. as per the instructions of BHEL Official In charge.

12. O&M activities – Quarterly basis:

- (1) Cleaning of PCUs, LT panels, HT panels, battery chargers etc to remove accumulated dust.
- (2) Monitoring and status review, followed by rectification / calibration / replenishment / replacement actions as necessary and applicable for following:
- (3) Cleaning Spare items of all electrical equipment
- (4) Safety gadgets
- (5) Tool kits and measuring instruments
- (6) Yard lights
- (7) Pumps, starters
- (8) Control room appliances: air conditioners, lights, fans, exhaust fans, switch boards etc.
- (9) Transformer Oil Testing to find BDV of Oil...for 07 nos. of Transformers and submission of reports to BHEL. Transformer Oil Testing KIT can be used on free of cost, which is at Production Building Substation of BHEL.
- (10) Pest control for control room: Pest Control of India provided 10 nos. of Rat/ snake/ etc. catching Boxes Sticky Pads and Rat Cakes shall be provided for the Boxes whenever required. Submission of quarterly report on above activities to BHEL.

13. O&M activities – Half yearly basis:

- (1) Cleaning of Sintex Make 5,000 Liters capacity overhead tanks :02 nos.
- (2) Lubrication of moving contacts (VCBs, GOS switches, Earth switches etc.) with appropriate Petroleum Jelly / Anti corrosive and lubrication Liquid .

14. O&M activities – Yearly basis:

- (1) Providing Silica Gel Breather For Transformer: 02nos/ Year
- (2) Cleaning of sewerage lines,
- (3) Painting of main gate, switchyard gate / fencing, earthing chambers, other steel structures within control room and switchyard if required based on conditions of rusting etc.
- (4) Checking tightness of hardware in solar array structures and tightening wherever required.
- (5) Checking tightness of power cable terminations in SPV modules (MC4), SMBs, electrical panels of control room and switchyard
- (6) Anti Virus Program shall be installed in SCADA, every Year.
- (7) Anti Virus Program Updation shall be Done every week using DATA CARD
- (8) Earth PIT resistance measurements for solar array structures, control room equipment, switchyard equipment, lightning arrestors , etc.: Measured values shall be recorded in registers and to be written on all Earth pits neatly using Enamel Paint. Total Qty: 214 nos.

15. O&M activities – as and when required:

- (1) Monitoring and operation of plant electrical equipment as and when required:
 - (a) GOS Air break switches (with / without earth switch)
 - (b) VCB on/off: local operations from outdoor HT panel and remote operations from indoor remote annunciation panel
 - (c) Settings of numerical relays in HT panels: review and revision in consultation with BHEL.
 - (d) ACB and MCCB on/off operations on LT side
 - (e) PCU operations: emergency close, LCD displays (selection of settings, monitoring the DC/AC/ event/fault status parameters), operation of duct fans
 - (f) Battery and battery charger operations
 - (g) Bore well pump operations to fill the overhead tanks
 - (h) Whenever, If, it is needed, Black Ink Cartridge shall be provided for HP DESK JET 1000 Printer.

- (2) Coordinating, on behalf of BHEL, and obtaining renewal of statutory licenses, clearances and approvals from state departments such as TNEB / TANGEDCO/CEA/etc. All Statutory FEES will be paid by BHEL.
- (3) Repair and replacement of vendor supplied items, by vendor, with urgent action plans and implementation, when the items are found non-working / damaged. The same shall be reported to BHEL within 12 hours from time of observation.
- (4) Reporting, on an immediate basis (within max 2 hours) of functional problems / damages in BHEL supplied items to facilitate repair / replacement by BHEL. Further, vendor shall correspond / coordinate with respective equipment vendors / service centers, on behalf of BHEL, for getting the service engineers to the site. Later, coordinating with the service engineers during their visit to site, and assisting them in the trouble shooting process until the problem is resolved. Vendor shall report to BHEL (within max 2 hours) immediately after the problem is resolved.
- (5) Vendor shall keep updating the spares (Related with Plant) inventory at the site every time there is consumption of spare items towards replacement. In case of consumption of spares, the same shall be reported on an urgent basis (with max 2 hours) to BHEL.
- (6) Coordinating with sub-station upon grid failures, line problems etc and implementing the needful steps to restore the plant to normal operation.
- (7) Theft incidents: immediate reporting to BHEL, filing FIRs with police stations on behalf of BHEL, coordination for site inspection by insurance companies and clearance of insurance claims, logging of events (date, time) and maintaining records.
- (8) Accidents: immediate reporting to BHEL, coordinating with hospitals, logging of events (data, time) and maintaining records. Documents to be submitted for BHEL approval after receipt of purchase order
- (9) Any other work ,connected with the Solar Power Plant.
- (10) Necessary Registers shall be Neatly maintained for Data logging, Module cleaning, Attendance, Earth pit Maintenance, Transformer Maintenance , Break down Maintenance, First Aid Treatment, etc.
- (11) If, the System of SCADA (2 nos.) fails, necessary processor /Mother Board/ SMPS/ CD Drive/Key board / Mouse/ etc., shall be changed.
- (12) Transformer oil filtering For 1250 KVA Tr...05 nos. and 100KVA Transformer...01no. BHEL will spare the Transformer oil filtering Machine on free of cost.
- (13) NEW Silica GEL shall be provided, for all Trans formers, once in a Year. Total Qty. required: 6 Kgs / year.
- (14) If, Any replacement of Silica GEL Breather is needed, shall be replaced by a new one .

16. Energy Meter Calibration : Scope of work:

1. Calibration of Energy Meter as per IS :14697 , shall be done for the ...
HT TOD ABT Meters, Accuracy : 0.2s, Secure Make or Equivalent, 3 phase, 4 wire, 3 x 63.5v, --/5 A, (SI nos : 1660 2506 and 1660 2507)...Bidirectional Type (Import and Export mode), Type : A1800, Model : A188 2RAL N S200,
2. Qty to be Calibrated : 02 nos. / Year x 2 Years = 04 nos.
3. Calibrated Certificate shall be submitted in Duplicate.
4. Calibration shall be done as per the Norms of AEE / MRT / Vellore EDC/ TANGEDCO / Vellore-6

Clarification: Vendors can contact the following mentioned Staff, for Any Clarification on any working day from 0830 AM to 0400PM (Monday to Saturday).

1. S.Muthukkumar LLNO :04172-284950, Cell no : 09488 5480 51 ...Reg. Works
2. M.P.Chandrasekar LLNO: 04172-284698, Cell no: 09244 4875 67 ...Reg. Terms and Conditions.

Scope of Work: Annexure-II

Requirement of items and other works for 5 MW Solar Power Plant O & M

Sl. No	Monthly Requirement
1.	Panel cleaning mob 04 nos.
2.	Insulation tape 4 nos.
3.	Water proof tape : 04 nos.
4.	Lyzol –Floor cleaning Liquid, 500 ml Bottle.. .01 no
5.	Phenol -750 ml.. Bottle.. 02 nos.
6.	Dettol 200 ml.. Bottle..
7.	Harpic Liquid-500 ml Bottle..
8.	Old Cinthol Soap -04 nos.
9.	Long size, Ruled note Book -200 Pages: 02 nos.
10.	Grease -500 gram
11.	Anabond -50 ml Bottle..02 nos.
12.	Ball point Pen : 04 nos.
13.	New Grass cutting Knife...2nos.
14.	Waste banyan cloth-1 Kg
15.	Net pack- 4 GB
16.	PVC solvent- 50 ml...02 nos.
17.	Grinding wheel-size: 100*6*16 mm
18.	Lubricant oil-100 ml..01 no servo...
19.	Brooms...04 nos.
20.	Original Printing Cartridge (BLACK INK) : FOR HP 1000 desk jet Printer 01 no
21.	Refilling First aid Box, Every Week
Requirement, once in 3 months	
01	A4 sheet...80 GSM... 500 nos.
02	Rat pad-10 nos. ... Make: Pest control of India
03	White Cap- 9 nos.
04	Transformer OIL Testing with external agency...for 06 nos. of Transformers
Requirement, once in 6 months	
01	1.Rubber Insulating Seamless Gloves , As per IS: 4770 / 1991, Working potential: 3300 V, AC, Length: 355 mm, With Valid Date02 sets 2. Rubber Insulating Seamless Gloves , As per IS: 4770 / 1991, Working potential: 7500 V, AC, Length: 385 mm, With Valid Date01 set

	Requirement, once in a Year
01	ENERGY METER CALIBRATION at GOVT.OF INDIA, STQC DIRECTORATE, ETDC, (LL no: 044-24547700) VSI ESTATE, Thiruvanmiyur, Chennai. ...02 nos. (During April 2017, Approximately RS 38,000 x 02 nos. was paid, for Calibration, of TWO Meters.) <u>Meter Details:</u> Electronic Trivector Meter, Make: Secure Meters, Type : E3M024, Model : A188 2RAL N S200, Bidirectional, Accuracy: 0.2S
02	Uniform Cloth -08 set...For control room operators: 04 Persons. (Dark Blue Pant with Light Blue Shirt...02 set per Operator)
03	Good Quality Safety Shoes-4 set....With cotton Socks : 8 sets.. For control room operators.
04	Good Quality GUM boot- 9 set with Cotton Socks: 18 sets.
05	Earth pit LID painting & writing Values for 214 nos. ...
06	Big size, Good quality Umbrella 4 nos.
07	Any Hardware / Software Replacement for Personal Computer Set.....(Like AMC)
08	Anti virus..Casper CD or equivalent ...01 no...For Computer
09	Providing Silica Gel Breather For Transformer: 02nos
10	Big size, Good quality Rain Coat 4 nos.
11	Brown color , Good quality, Thick Shirt cloth for Panel Cleaners. Minimum 2.2 Meters per Head ... for FIVE Panel cleaners with stitching charge RS: 250 per shirt.
12	Providing Digital Print Display of size: 600 mm x 1200 mm (Once in Two years) – For displaying plant operator phone nos., BHEL officials phone nos. etc.

For all the items supplied against delivery challan by the contractor are to be endorsed by the Solar plant security personnel. All the expenditure to be included in their quoted rate only.

NOTE:

- All the Holidays (Max.10/11 Days)declared by BHEL are to be availed by the Contract Labors. Only one Plant Operator per shift should be deployed on Holidays.
- Extra Wage (one day Wage)shall be given for the Persons who work on Holidays.
- For the Persons work on Sundays, Compensatory OFF shall be given.
- One Earned Leave shall be given to contract labors for every twenty working Days.
- The contractor shall maintain the detailed list of employees engaged during the contract execution period.
- The contractor shall also maintain attendance details of the employees and register of payment and a copy of the details shall be submitted to the authorized official every months along with the bill for verification.
- All the contract workers shall be enrolled in ESI (Employees' State Insurance).
- The first day shall be entered in the 'Date of Appointment' column of the ESI Declaration Form. The workers who are already members of ESI need not be enrolled again. **No Person should work without ESI, in the Plant.**
- Any increase in Wages during the Period of the Contract, also to be paid by the Contractor with in the quoted Rates.

QUALIFICATION REQUIREMENTS (QR):

S NO	DESCRIPTION	BHEL REQUIREMENT	BIDDER'S CONFIRMATION
1	EMD	Rs.86,400/- (or) MSME valid certificate(as per MSE Clause listed in point no.37).	DD NO. <hr/>
2	Eligibility	<p>a) The contractors should have completed similar work successfully i.e. Similar works means 'HT Operation of 11kV' / O&M of Renewable Energy like Solar, Wind etc. / Installation of HT Electrical works / Maintenance of HT substation.</p> <p>b) Average annual financial turnover should be at least Rs. 12.95 Lakhs during the last 3 years ending on 31st March 2017.</p> <p>c) Should have completed "1" work of value of minimum Rs. 34.55 Lakhs. (or) "2" works of value of minimum Rs. 21.59 Lakhs each (or) "3" works of value of minimum Rs. 17.27 Lakhs each during the last 7 years as on 30.11.2017.</p> <p>d) Should have valid "A" grade Electrical license from the state Electrical Licensing Board of Tamilnadu / Other states , for carrying out this work in the own Firm name only.</p> <p>c) Should have minimum "2" Technically Qualified Personnel(s) with "C" license for HT Operation of Minimum 11 KV.</p>	
3	Document "Copies" to be submitted with tender.	<p>a) LOA's of the works completed/ being executed in support of above mentioned similar works.</p> <p>b) Work Completion certificates for the LOA's referred. In case, the work is executed in any unit of BHEL, performance feedback certificate by BHEL.</p> <p>c) "A" Grade Electrical license from the State Electrical Licensing Authorities in the Firm Name.</p> <p>d) Audited Balance Sheet and Profit & Loss Account for "3" years (2014-15 , 2015-16 & 2016-17) duly certified by Chartered Accountant/Auditor.</p> <p>e) "C" License(s) for Minimum 2 Staff to be posted.</p>	
<p>Note :</p> <ol style="list-style-type: none"> Those who are unable to comply the above points / unable to provide any of the above documents shall be technically rejected and the price bid of the rejected offers will not be opened. Bidder shall visit the Plant before submitting their offer to get to know the location for deploying suitable personnel for these works, equipment & understanding the scope of work (if required). BHEL reserves its right to reject the tender on account of unsatisfactory past performance by the bidder in other projects awarded under different enquiry. The work executed in the own name of the bidder only will be considered for similar works executed for meeting the eligibility criteria. Offers of the Contractors/Suppliers, against whom, any unit of BHEL had initiated process for "Suspension of Business dealings" or already done will summarily be rejected. 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. Plant operation timing will be from 06.00 Hrs. to 18.30 Hrs on all the days during the contract period. 			

CHECK LIST (TO BE FILLED BY THE TENDERER)

S.no.	Description	To be filled by Tenderer
1	Name of the Tenderer	
2	Address for Communication	
3	Telephone & Mobile No.	
4	Details of experience in Similar Work	
5	"A" grade Electrical license Number	
6	Names of Staff with "C" License	1. 2.
7	Copies of Audited Balance Sheet and Profit & Loss Account for "3" years (2014-15 , 2015-16 & 2016-17) duly certified by Chartered Accountant/Auditor.	Enclosed / Not Enclosed
8	Has the Firm/ Proprietor or partners or directors been convicted of any criminal offence by any competent court. If so furnish particulars.	
9	The GST heads under which the enlisting person registered with Excise Authorities and copy of GST registration certificate has to be enclosed	
	Whether the contractor has registered his workmen under Employees Provident Fund and Miscellaneous Provisions Act. (Photo copy is to be enclosed)	
	Whether the contractor has registered his workmen under employees State Insurance Act. If so, the Registration No./ Enrolment Number may be furnished.	
	Income Tax returns filed acknowledgement for last 3 years are to be enclosed.	
	PAN no and documentary proof (Photo copy has to be enclosed)	
	Applicable GST quoted Note: Please refer clause no.15 (page no. 19) of Special Instructions of this Tender regarding GST.	Central tax@ _____% State tax @ _____% Integrated tax@ _____% Union territory tax@_____%

EMD payment details : DD No _____ Dt _____
Amount Rs.86, 400/-

GENERAL CONDITIONS:

1. Tenders will be received by M/s Bharat Heavy Electricals Ltd, Ranipet-6 up to **14.00Hrs on 24.01.2018 in the prescribed form and will be opened on 24.01.2018 at 14.30Hrs** in the presence of such of those tenderers or their agents, who may choose to attend, with authorization letter from the tender.
2. Tenders must be submitted in sealed covers and should be addressed to WCM Department (Engg. Building – Ground Floor (West side), BHEL –BAP- Ranipet – 632 406.with full name and address of the tenderer and the name of the work being super scribed on the cover
3. Late offers & incomplete offers shall become liable for rejection.

IMPORTANT NOTE

4. The tender shall be submitted as given below.

Cover-1 shall contain the EMD alone. Bidders who had already remitted one time EMD (Rs. Two lakhs) should furnish the details of cash receipt No. _____Dt. _____ with a covering letter. Tender without EMD / without reference to one time EMD / without MSME valid certificate(as per MSE Clause listed in point no.37) will be summarily rejected.

Cover-2 shall contain the techno-commercial bid (**Page 1 to 26**) and all relevant documents.

Cover-3 shall contain only the price bid.(**Page 27**)

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

Finally, all the above three covers shall be put in one 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.

5. At the time of tender opening,
 - Covers containing EMD /One time EMD particulars (if paid already)/ MSME valid certificate(as per MSE Clause listed in point no.37), alone shall be opened first. Tenders received without earnest money deposit in full or part, in the form prescribed shall be summarily rejected.
 - **Techno commercial bids of such of those tenderers who satisfy EMD requirements alone will be opened next.**
 - Price bids will be opened, after evaluation of suitability of technical bids.
 - If any of the tenders not fulfilling the laid down conditions (qualification criteria) or non submission of valid documents within the time limit prescribed by BHEL, their offer shall be rejected.
 - The date & time of opening of price bid will be intimated to those tenderers who are technically qualified.
6. All entries in the tender documents should be in one ink. Erasures and over-writings are not permitted. All correspondences and insertions should be duly signed by the tenderers concerned.
7. Tenderers should fill their rates in figures and words in the blank spaces provided for this purpose in the schedule of rates format enclosed along with these documents and also sign each and every page of the tender documents.
8. The tenderer should fill and sign the “checklist of this Tender document page no 9” which forms part of the technical bid.
9. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete or other wise considered defective and tenders not in acceptance with the tender conditions laid down by the Accepting Officer, are liable for rejection.
10. In quoting the rates, the tenderers are advised to take into account of all the factors including any fluctuations in the market rates etc. No claim shall be entertained on this account after acceptance of the tender or during the currency of the contract.

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11. The rates quoted in the tender shall remain valid for a period of three months from the date of opening of tender.
12. Earnest Money Deposit (EMD) of **Rs.86,400/-**, must be accompanied with the tender, in the form of Demand Draft(DD) drawn from any nationalized bank, in favor of **“BHEL, Ranipet”** payable at Ranipet (or) SBI, Mukundarayapuram Branch (Code 7013) / Pay online (please ref. page no.21 - Note) and enclose the payment details in the EMD cover and shall reach the Office of the undersigned on or before **24.01.2018** at 14.00 Hrs.
13. *“No interest shall be payable by BHEL on Earnest Money or Security Deposit, if applicable, 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.”*
14. ***If a tenderer withdraws his offer after submission or after acceptance, fails to engage sufficient Man power in accordance with the instructions of the Sr.Manager/M&S, Electrical Services , the earnest money deposited by him will be forfeited and acceptance of his tender will be withdrawn.***
15. The Bharat Heavy Electricals Limited, reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason there for.
16. Tenders submitted by post should be sent through “REGISTERED POST WITH ACKNOWLEDGEMENT DUE/Speed Post/Courier”. The tender should be posted with due allowance for any delay in postal delivery. **The tenders received after the due date and time schedule specified in the tender will not be considered for further processing.**
17. The contractor’s responsibility for this contract shall commence from the date of issue of order of acceptance of his tender.
18. The earnest money deposited by the successful tenderer will be retained towards Security Deposit for the due fulfillment of the contract.
19. In the case of unsuccessful tenderers, the earnest money will be refunded normally within 15 days of acceptance of award of work by the successful tenderers.
20. Unless the contractor whose tender is accepted, signs the contract agreement within seven days of the date of the order directing him to do so, the amount of EMD already deposited by him will be forfeited and acceptance of his tender shall be withdrawn.

21. SECURITY DEPOSIT:

SECURITY DEPOSIT shall be collected from the successful tenderer. 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.

22. The security deposit may be furnished in any one of the following forms.

- i) Cash (as permissible under the Income Tax Act)
- ii) Pay order, Demand Draft in favour of BHEL.
- iii) Local cheques of scheduled banks, subject to realization.
- iv) Securities available from Post Offices such as National Savings Certificate, Kisan Vikas Patra etc (certificates should be held in the name of contractor furnishing the security and duly pledged in favour of BHEL and discharged on the back).
- v) Bank guarantee from scheduled banks / Public Financial Institutions as defined in the companies Act. The bank guarantee format shall have the approval of BHEL.
- vi) Fixed Deposit Receipts issued by scheduled banks / Public Financial Institutions as defined in the companies Act. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.

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- vii) Security Deposit can be also recovered at the rate of 10% from running bills. However in such cases at least 50% of the security deposit shall be furnished before start of the work and the balance 50% may be recovered from the running bills.
- viii) EMD of the successful tenderer can be converted and adjusted against security deposit.
- ix) The security deposit shall not carry any interest.

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

- 24. 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.
- 25. 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.
- 26. If a tenderer expires after submission of his tender, the Bharat Heavy Electricals Ltd, may be at their discretion to cancel such tender.
- 27. BHEL will not bound by any power of Attorney granted by the tenderer 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 contract concerned.
- 28. If the contractor deliberately, gives wrong information in his tender or creates conditions favorable for the acceptance of his tender. Bharat Heavy Electricals Limited reserves the right to reject such tender at any stage.
- 29. Words imparting the singular number shall deemed to include the plural number and vice versa where the context so require.
- 30. The expenses for completing and stamping the agreement shall be to the contractor's account.
- 31. The general and special conditions of contract are complementary to each other and where they are in conflict, the special conditions shall prevail. In regard to matters not covered by the General or Special conditions of contract, those contained in the specifications approved by BHEL, shall apply.
- 32. Tenderers shall not increase their quoted rates incase BHEL negotiate for reduction of rates, such negotiations shall not amount to cancellation or with drawn of the original offer and the rates originally quoted shall be binding on the tenderers for a period of three months from the date of opening of tenders.
- 33. 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.
- 34. **The "GENERAL CONDITIONS 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.**
- 35. The tenderer should be present if called for negotiation. In case, the tenderer's authorized person is attending the negotiation such person should have the authorization letter and he should be capable of taking spot decisions.

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36. In case if the vendor is not interested in submitting offer against this tender, the vendor should return all the tender papers with a covering letter stating the reasons for not submitting offer.

37. If vendor have their MSE Certificate, EMD need not to pay for this work.

MSME CLAUSE:-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 EM-II) 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 deficiency 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 Gazetted 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 clause9ii) 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)..... dtd:.....
 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

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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

38. a) Arbitration

- i) 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 to the sole Arbitration of Executive Director, BAP or any designate nominated by the Executive Director of BHEL in his sole discretion.
 - 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, not with standing 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.
- 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.

c) Risk Purchase

- i) In case of any neglect or refusal on the part of the Contractor to:
 - commence the Contract, or
 - provide sufficient labour for 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

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either pay the excess amount ordered by BHEL or the same shall be recovered from the Contractor by other means.

- d) 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:
- i) Breach of law by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - ii) Negligence or willful default by the Contractor, or any of its sub-contractor, or any of their respective employees.
 - iii) 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
 - iv) 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.

39. FORCE MAJEURE 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 therefor 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 / waiver of penalty/liquidated damages shall be granted for periods considered reasonable by AGM/M&S subject to prompt notification by the contractor.

40. **All corrigenda, addenda, amendments, time extensions clarifications, etc., to the tender will be hosted on BHEL website (www.bhel.com) only. Bidders should regularly visit BHEL website to keep themselves updated0.0.0**

41. 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."

ENQUIRY NO.9870052E**42. 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.

43. Minimum Wages to be paid :

Description	For Unskilled Worker (Rs.)	For Semi skilled Worker (Fresh ITI) (Rs.)	Skilled Worker (ITI Holder with 3 years Experience / Diploma Holder / BE Holder) (Rs.)
Basic Pay as on 01.04.2017.	3,600 pm	3,840	4,050
Dearness allowance as on 01.04.2017.	5,417 pm	5,417	5,417
BHEL Adhoc (2000 + 1200) per month	3,200 pm	3,700	4,100
Total wage per month	12,217 pm	12,957	13,567

44. Any increase in minimum wages during the Period of the Contract, also to be paid by the Contractor with in the quoted Rates. Bonus to be paid as per act.
45. The Contractor shall remain liable for the payment of all wages or other moneys to his work-men 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.
46. The filled ESI declaration forms shall be submitted to the Executive of HRM Dept. In the Declaration Form full address of the contractor shall be mentioned. Whenever a fresh and unregistered worker is engaged during the operation of contract, declaration form in respect of that workman which should be submitted to Human Resources Department within two days of such engagement.
47. ESI contributions (1.75% employees contribution + 4.75% employer contribution of the total monthly wages) before 20th day of every following month. Prescribed challans are available at ESI local office, Ranipet (near Sipcot). Contractors who have got their own code number can remit the contributions on that number. Along with the challan copy, the details of remittance shall be submitted to the concerned HRM Executive in the ESI compliance form.
48. The contractor should deduct Provident Fund and ESI amount as per the provisions and amount so deducted along with the matching contribution of the contractor shall be remitted to the authorities concerned within the stipulated time. The statement of deduction along with the challans evidencing remittance shall be submitted to Officer-in- charge. If the evidences are not shown, further bills of the contractor will not be paid. BHEL have the right to withhold the payment of his bills. Submission of statutory returns such as Half Yearly returns of ESI (Form 6), P.F. return (Form 12A), Form 5 and Form 10, Form 3A & Form 6A should be send to the concerned officers in time.
49. f. The workers" particulars such as Name, Age, Father's name, address , Phone no ,etc., and their daily attendance have to be maintained by the contractor. The details of Provident Fund and ESI compliance have to be maintained by the contractor in the prescribed format/register.
50. The contractor shall maintain the following Registers and Records and make them available for inspection at any time. (The list is only for example, but not exhaustive).
- Muster Roll
 - Register of Wages
 - Register of Deductions
 - Register of Overtime
 - Register of Fine
 - Register of Advance
 - Wage slips
 - Register of Accidents

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- i) Register of Leave with Wages
- j) ESI Register in Form-7

All registers are required to be maintained as above and shall be produced as and when Government Officials and Statutory Authorities to make inspection from time to time.

51. In case a contract labourer meets with an accident while on duty, the contractor shall immediately intimate the information to Safety Department, Contracting Agency and Human Resources Department and submit the Accident Report duly filled in all respect and send a copy to ESI local office, ESI Dispensary and Inspector of Factories (for major accidents) with in 24 hours of accident through Safety and Human Resources Departments. All assistance for the injured workman such as to taking him to ESI Dispensary for treatment must be rendered by the contractor.
52. Compliance of the above provisions does not absolve the obligation of contractor arising out of other statutory obligations.
53. Contractor should employ only persons having sound health and not above the age of 58 years, and not below the age of 18 years.
54. As per employees PF and misc. provisions Act 1952, the employee's contribution payable at present is 12% of wages which shall be recovered by the Contractor from the wages of his workmen and the contractor should pay equal contribution in addition to any administrative charges (In total :13.16%) in this behalf that may be decided from time to time. Remittance shall be made on time (i.e. on or before 15th of the following month).

55. 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 or GSTIN of BHEL Nodal Agency as mentioned in NIT or informed subsequently.
 - 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

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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. Availment 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.

Anti-profiteering Measure

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.

Other Provision

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. **In case any changes in taxes and duties as per Gov. Notification (including GST), the same shall be applicable from time to time.**
17. **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)	

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

- 1) Visit <https://www.onlinesbi.com/prelogin/icollecthome.htm>
- 2) Click 'Proceed' button
- 3) Select 'Tamilnadu' in the drop down menu under 'State of Corporate/Institution *'
- 4) Select 'PSU-PUBLIC SECTOR UNDERTAKING' in the next drop down menu under " Type of Corporate/Institution"
- 5) Click 'Go' button
- 6) Select 'BHEL BAP RANIPET' in the drop down menu under "PSU-PUBLIC SECTOR UNDERTAKING'
- 7) Click 'Submit' Button
- 8) Select 'EMD ' in the drop down menu under ' Select Payment Category'
- 9) 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.
- 10) Make payment for EMD as required in tender after entering the details and enclose copy of receipt along with tender documents.

SPECIAL CONDITIONS TO THE TENDER:

1. The tender is floated on two part bid basis i.e., (1) Techno commercial bid and (2) Price bid.
2. From the technically qualified bidders, based on the Lowest standing (L1) in the price bid evaluation rating, Work will be awarded to L1 bidder.
3. In case, there is no differentiation in the rates of more than one bidder and as a result if there exists more than one lowest bidder (L1), loading shall be decided based on the details given below.
 - a) Having experience in O&M of "Solar Power Plant" of any capacity will be ranked first.
 - b) More No. of years in HT O&M experience .
4. Minimum wages have to be paid by the Contractor to all their staff engaged, as per government of Tamilnadu wages act.
5. BHEL ADHOC payment of Rs.3200/- pm to USW has to be paid by the Contractor.
6. PF , ESI shall be paid by the Contractor , considering BHEL Adhoc. payments also.
7. PPE's (Personnel Protective Equipments) must be provided for all workers by the Contractor.
8. Safety rules shall be followed by all working Personnel in the Solar plant.
9. Any increase in wages by Government of Tamilnadu during the period of the contract , to be borne by the Contractor within the quoted rates.
10. Operation timing of the 5 MWe Solar power plant – 05.45 Hrs to 18.45 Hrs.
11. At any part of the time during Operation of the plant minimum two persons must be available in the plant. One person shall be "c" license holders for HT operations (11 KV minimum) with Engg. Diploma / Degree level Qualifications. Another one person must be minimum with ITI qualifications & two years experience in the Electrical field.
12. Unskilled workers are required for Cleaning of the Panels by using Mobbing with water **twice in a month**. The total no.of panels to be cleaned in 12 working days. (Total no. of panels are 19,632 nos.) Size of the each panel is 1Metre x 2 Metre.
13. Unskilled workers are required to clean all the office premises and keep the house in order.
14. All consumables required for cleaning of panels & office premises are in the scope of the Contractor.
15. Small repair works during Shut down period viz. Tightening and cleaning of all panels , Cable replacements are in the scope of work .
16. Attending minor break down works of VCBs panel, ACBs panel, Battery panels , Solar panels , four pole structure , 11 KV transformers etc. are in the scope of work.
17. Periodical removal of vegetation such as weeds , bushes ,climbers , grass etc. from the area in and around power plant either manually or by suitable Grass weeding machines.

Recovery and penalty

18. **During the contract period, if the contractor is not able to provide the sufficient Staff, the actual cost incurred in getting the alternate arrangements of same or higher segment subject to availability for the absence day(s) will be recovered in addition to penalty of Rs.1000/- per day will be recovered from the contractor.**
19. *If the contractor is not able to provide the sufficient Staff for a continuous period of 15 days, BHEL reserves the right to terminate the contract and to take appropriate action against the Contractor. In the event of contract termination, the security deposit paid by the contractor will be forfeited.*

20. ***BHEL reserves the right to reduce the contract period (pre-close the contract), with 30 days notice period depends on the requirement / without assigning any reason. Security Deposit will be refunded, if the contract is pre-closed for non-requirement by BHEL.***
21. The contractor shall be responsible for obtaining necessary comprehensive insurance policy, appropriate driving license with proper endorsement etc, and complying with all the statutory requirements including labour laws that may be necessary in this respect. BHEL will not be responsible for any consequences out of any violation of rules or acts by the contractor. If BHEL is liable to pay any such amount due to violation of the relevant laws by the contractor the amount so paid would be recovered from the contractor.
22. The contractor shall pay necessary taxes and keep the fitness certificate for the vehicle valid during the contract period.
23. The contractor shall check for exhaust emission test and obtain fitness for their vehicle once in 6 months in meeting the statutory norms laid by Tamil Nadu Motor Vehicle Rules.
24. The driver should keep the copy of relevant documents (Driving license, Road tax token, Registration Certificate, Insurance, Fitness Certificate, and Permit etc.) with the vehicle and produce as and when required by us or any government transport authorities. In case the original documents are required for verification it should be produced on demand.
25. Subject as aforesaid the provisions of the Motor Vehicle Act or any statutory modification or amendments or re-enactment there of and the rules made there under from time to time have to be followed by the contractors.
26. ***The contractor shall take Comprehensive Insurance Cover for all the Man power engaged.***
27. ***Bills shall be raised by the contractor (Printed format with Sl.No. only accepted) once in a month and submitted in triplicate in the format given by BHEL. Payment will be made to the contractor through NEFT/RTGS within 30 days from the date of receipt of clear bill & complying all statutory requirements with due certification by the concerned department or authorized official of BHEL.***
28. In case of breach of any or whole of the above terms and conditions by the contractor BHEL will have the liberty to cancel the registration and contract either in part or in full and entrust in part or in full of the work to any other contractor and the contractor shall be liable to pay extra cost involved in the execution of cancelled part of the contract.
29. **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.

30. Payment terms: Payment shall be made by BHEL on equal monthly basis of the total contract value & submitting all statutory documents (PF, ESI), reports against invoice/bill (in Triplicate) raised by the contractor and duly certified by Engineer-in charge of Solar power plant.

31. REVERSE AUCTION

BHEL reserves the right to go for reverse auctioning among the technically qualified bidders who have been sort listed after technical bid evaluation. "BHEL reserves the right to go for Reverse Auction (RA) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno commercial evaluation. All bidders to give their acceptance for participation in RA. **Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.**

In case BHEL decides to go for Reverse Auction, only those bidders who have given their acceptance to participate in RA will be allowed to participate in the Reverse Auction. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit "online sealed bid" in the Reverse Auction. Non-submission of "online sealed bid" by the bidder will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue."

The bidders have to necessarily submit online sealed bid less than or equal to their envelope sealed price bid. The envelope sealed price bid of successful L1 bidder in RA shall also be opened after RA and the order will be placed on lower of the two bids.

If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid, the bidder will be issued a warning letter to this effect. However, if the bidder repeats again it will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors.

TERMS & CONDITIONS OF REVERSE AUCTION

Against these works at BHEL, Ranipet shop floors may resort to "REVERSE AUCTION PROCEDURE" i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

- 1) or the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
- 2) Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit "online sealed bid" in the Reverse Auction. Non-submission of "online sealed bid" by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.
- 3) BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
- 4) In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
- 5) Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.
- 6) Bidders have to fax the Compliance form (annexure IV) before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
- 7) In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.
- 8) Reverse auction will be conducted on scheduled date & time.
- 9) At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.
- 10) The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, (Annexure VII) as provided on case-to-case basis to Service provider within two working days of Auction without fail.

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- 11) In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice.
- 12) Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the "Business Rules of Reverse Auction", which will be communicated before the Reverse Auction.
- 13) If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action *as per extant BHEL guidelines*, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
- 14) The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
- 15) In case BHEL decides to go for reverse auction, the H1 bidder (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process. In case of tie for H1 bid (identical online sealed bids), 15 minutes additional time shall be provided and all the participating bidders shall be informed by mail/ message on bidding screen to enable bidders submit revised online sealed bids so as to break the tie.
- 16) BHEL reserves the right to negotiate with the L1 tenderer emerged out of Reverse Auction if the L1 amount is more than the estimated amount.
- 17) For more details, please visit our BHEL website <http://www.bhel.com> (Revision of 'Guidelines for Reverse Auction', issued on 26.09.2016.)



ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS TRANSFER

01	NAME & ADDRESS OF THE SUPPLIER / VENDOR PHONE NO. WITH STD CODE	PAN NO. <input type="text"/>
02	VENDOR CODE (as in WORK ORDER)	<input type="text"/>
03	Details of Bank Account:	
A)	NAME & ADDRESS OF THE BANK (WITH PIN CODE)	
B)	BANK TELEPHONE NUMBER (WITH STD CODE)	<input type="text"/>
C)	BANK BRANCH CODE:	<input type="text"/>
D)	MICR CODE	<input type="text"/>
E)	ACCOUNT NUMBER	<input type="text"/>
F)	TYPE OF ACCOUNT	CURRENT / OD / CASH CREDIT
G)	VENDOR NAME AS PER BANK RECORDS	
H)	BANK BRANCH RTGS IFSC CODE	<input type="text"/>
I)	BANK BRANCH NEFT IFSC CODE	<input type="text"/>
J)	VENDOR'S EMAIL ID (give two ids)	<input type="text"/> <input type="text"/>
K)	NAME OF AUTHORISED SIGNATORY	

CERTIFICATE

I / We hereby agree to receive the payments due from BHARAT HEAVY ELECTRICALS LIMITED, RANIPET by the National Electronic Funds Transfer and/or RTGS Transfer mode by credit to my / our above mentioned Bank Account. I / We also agree that payments made to the above mentioned Account is a valid discharge of the liability of Bharat Heavy Electricals Limited, Ranipet. I / we also agree to bear the applicable Bank Charges for the above mode of transfer.

AUTHORISED SIGNATORY OF VENDOR WITH SEAL

Banker's Certification

We confirm that we are enabled for receiving RTGS and NEFT credits and we further confirm that the account number of _____

(name of account holder), the signature of the authorized signatory and the MICR and IFSC codes of our Branch mentioned above are correct.

PLACE:

DATE:

(Manager / Officer's
Signature Under Bank stamp)
Authorisation No. _____

Note: This EFT Form is to be submitted duly filled in manually in all fields and duly signed by Authorised Signatory and certified by Banker.

PART –II**PRICE BID**

SL NO	DESCRIPTION	AMOUNT FOR TWO YEARS
01	Total Amount for Operating & Maintaining 5MWp Solar Power Plant at BAP/BHEL/Ranipet for “2” Years period as per scope of work. (A)	Rs.
02	Applicable GST @ _____ %. GST Amount (B)	Rs.
03	Grand Total including GST amount for Two years (C) = (A) + (B)	Rs.

(Amount in Rupees for Two years including GST in Words _____
 _____ only)

NOTE:

1. The rate/amount quoted is FIRM price basis. Any revision in minimum wages, during period of the contract , is to be borne by the contractor only.
2. If GST is applicable, then the rate of GST shall be clearly indicated. The GST amount paid by the contractor shall be fully reimbursed by BHEL.
3. If not specified in the tender separately, the rates quoted will be treated as inclusive of GST.

The above rates are quoted after having fully read and understood the enquiry terms and condition