



भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
Bharat Heavy Electricals Limited  
उद्योग क्षेत्र, नई दिल्ली/ Industry Sector, New Delhi  
मानव संसाधन प्रबंध / Human Resources Management

ID/HRM/A041/AutoGlassDoor-ENQ  
28<sup>th</sup> October 2020

**Sub: Open tender for supply and installation of automatic door controller for automatic sliding glass door installed at BHEL, Lodhi Road**

Dear Sir,

Sealed tenders are invited for the following work in BHEL, Industry Sector, Lodhi Road, New Delhi.

Name of Services : Supply and installation of automatic door controller for automatic sliding glass door installed at BHEL, Lodhi Road

NIT No. : ID/HRM/A041/AutoGlassDoor-ENQ

Last date of submission : 19.11.2020 at 1100 Hours

Opening of Tender : 19.11.2020 at 1100 Hours


Tender Cost : Nil

Earnest Money Deposit : ₹ 4,160.00

It will be the responsibility of the bidder to ensure dropping of the sealed bid, complete in all respects, in the tender box kept at reception area of BHEL office at following address:

BHEL – Industry Sector,  
Integrated Office Complex,  
Lodhi Road, New Delhi – 110003

In case of any clarification, the bidder can contact the undersigned at 011-41793305 or at email shlok@bhel.in.

  
28/10/2020  
(Shlok Nagar)

श्लोक नागर / SHLOK NAGAR  
उप प्रबंधक / Deputy Manager  
मानव संसाधन-प्रशासन / HR-Admin  
भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
BHARAT HEAVY ELECTRICALS LIMITED  
उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स, लोधी रोड,  
Industry Sector, Integrated Office Complex, Lodhi Road,  
नई दिल्ली-110003 / New Delhi-110003

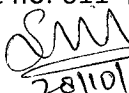
### **Scope of Work:**

The scope of work shall include:

1. Supply of 01 nos. of controller for the automatic sliding glass door.
2. Dismantling of the existing controller.
3. Installation and connection of the controller with the sliding doors and allied works, if any.
4. Comprehensive AMC for maintenance of automatic sliding glass door for a period of two years after completion of warranty period of one year from the date of installation of the automatic door controller.

### **Instructions to bidders:**

1. Bidders must go through all annexures carefully before submitting the bid.
2. The offer shall be submitted as per the instructions of tender document. One set of tender document duly filled, signed and stamped on each page shall be submitted as detailed further. Tenderer should note specifically that all the pages of tender document, including the NIT page for this particular tender shall be submitted by them (after signing/ stamping on each page) as a part of their offer. In case of any clarification, bidder may contact this office.
3. The tenderer should accept all terms & conditions of the tender unconditionally. Bids with deviations from terms and conditions of the tender shall be rejected.
4. In case any typing error/other clerical errors is noticed by the tenderer, in the tender documents, the same must be pointed out and got clarified before submission of offer, or else, BHEL's interpretation shall prevail and shall be binding on the tenderer.
5. No overwriting / correction in tender documents by tenderer shall be allowed. However, if correction is unavoidable, the same must be countersigned.
6. Only rate and amount shall be quoted in Price Bid format and nothing else. In case the amount in figures differ from the amount written in words, then the amount in words will be treated as valid amount. Any other terms and conditions mentioned in the Price Bid shall make the offer liable for rejection.
7. The price must be quoted in the enclosed Price Format Only. Price bids containing rates not written in words shall be liable for rejection.
8. The prices quoted should be firm and no revision of prices will be entertained after the tender is opened.
9. Tender must be submitted in a sealed envelope which has to be super scribed with NIT no. and due date written on the envelope and the bidder contact details.
10. Quotation shall be received up to 1100 hours on 19.11.2020, tenders received late/ in open condition/ not meeting the tender condition/ incomplete in any respect are likely to be rejected.
11. Validity of offer will be 90 days from the date of opening of tender.
12. BHEL reserves the right to accept or reject any or all offers without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
13. A bidder may visit BHEL office on any working day from 29.10.2020 to 18.11.2020 between 0900 Hrs to 1700 Hrs. Any queries regarding this tender may be clarified from Dy. Manager (HR-Admin) over telephone no. 011-41793305 or at email shlok@bhel.in.

  
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### **Pre-Qualification Requirement (PQR):**

1. EMD amount of ₹ 4,160.00 (Rupees Four Thousand One Hundred and Sixty only) needs to be deposited through NEFT. The bank account details of BHEL for NEFT are enclosed as Annexure VI. The bidder is required to enclose a copy of the acknowledgement of NEFT payment along with their bids. Bids without EMD will not be accepted and shall not be considered for further evaluation.

The EMD of unsuccessful bidders shall be returned after award of work to the successful bidder. No interest shall be payable on EMD amount.

The EMD shall be forfeited in case of:

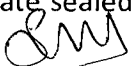
- i) After opening the tender, the bidder revokes his bid within the validity period or increases his earlier quoted rates.
  - ii) The successful bidder does not commence the work within the period as per LOI / contract. In case the LOI / contract is silent in this regard then within 15 days after the award of contract.
2. The bidder should have PAN card and GST Registration No.
  3. Bidders should have a minimum average annual turnover of ₹ 62,400.00 for last three financial years (2017-18, 2018-19 and 2019-20) and should submit CA certificate as per Annexure – V.
  4. Copy of acknowledgements of IT return of last three financial years i.e. FY 2017-18, 2018-19, 2019-20.
  5. The experience of having successfully completed similar Job / services during last 7 years ending on 31.10.2020 should be either of the following:
    - i) Three similar completed jobs / services with value not less than ₹ 83,200.00 each.  
OR
    - ii) Two similar completed jobs / services with value not less than ₹ 1,04,000.00 each.  
OR
    - iii) One similar completed job / service with value not less than ₹ 1,66,400.00.

“Similar Job / service” refers to “Supply and installation of automatic sliding glass door”.

Only work orders and related work completion certificates from the clients shall be submitted as proof against Sl. No. 5 of PQR. For example: If you are qualifying as per Sl. No. 5 (ii), only work orders and related work completion certificates of 2 clients each costing not less than ₹ 1,04,000 shall be furnished. The certificates shall be issued by competent authority with his / her contact details mentioned, for verification purpose. BHEL reserves the right to verify the correctness of the certificates of the clients.

### **Procedure for submission of bids**

The bidders must submit their duly completed offers in a sealed envelope (Envelope #1) prominently super-scribed as “supply and installation automatic door controller for sliding door at BHEL, Lodhi Road, New Delhi” followed by tender reference and last date for submission of tender. Inside sealed Envelope #1, two separate sealed envelopes viz. Envelope #2 and Envelope #3 are to

  
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contain two parts of the tender "Part-I: Techno-commercial Bid" and "Part-II: Price Bid" respectively. Both the sealed envelopes are to be super-scribed with "Part-I" or "Part-II" whichever is applicable, tender reference and details of the bidder.

**A. Part-1: Techno-commercial Bid and EMD (Envelope #2)**

The techno-commercial bid shall comprise of:

1. Copy of Tender Enquiry Document duly signed in blue ink and stamped on each page as token of acceptance of tender conditions.
2. A copy of Price Bid duly signed and stamped but without the prices.
3. Acknowledgement of deposit of EMD of ₹ 4,160 (Rupees Four Thousand One Hundred and Sixty only) by way of NEFT in favour of BHEL, New Delhi, must be enclosed in Part-I envelope.
4. Copy of PAN and GST Registration Certificate duly signed and stamped by the bidder.
5. A copy of a cancelled cheque of the bidder.
6. CA certificate clearly indicating turnovers of FY 2017-18, 2018-19 and 2019-20 in format enclosed at Annexure-V. All the CA certified documents must bear CA membership no.

In case, a bidding firm has been established less than three years ago and has only one or two audited balance sheets, the average turnover shall be calculated by dividing the sum of respective turnovers by 3.

In case of unavailability of documents pertaining to FY 2019-20, documents pertaining to FY 2016-17 may be submitted.

7. Copy of acknowledgements of IT return of last three financial years i.e. FY 2017-18, 2018-19, 2019-20.
8. Copies of Work Orders indicating the duration of contract, Quantum of business done along with certificates of successful completion in support of proof of experience for the jobs/ services executed by the bidders during last 7 years ending on 31.10.2020 as against Sl. No. 5 of Pre-Qualification Criteria. BHEL reserves the right to verify the correctness of the documents submitted against fulfilling the PQR criteria.

All the documents in this envelope should be self-attested by the bidder with required stamp. This envelope should be super-scribed as "Part-I: Ref. ID/HRM/A041/AutoGlassDoor-ENQ" followed by **bidder details**.

The Prices **should not be** mentioned in the price format in this envelope.

**B. Part-II: Price Bid (Envelope #3)**

The price bid in the enclosed "Price format" (Annexure-IV) needs to be in sealed envelope #3. This envelope should be super-scribed as "Part-II: Part-I: Ref.ID/HRM/A041/AutoGlassDoor-ENQ" followed by **bidder details**.

  
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It will be the responsibility of the bidder to ensure dropping of the sealed bid, complete in all respects, in the tender box kept at reception area of BHEL office at following address:

BHEL – Industry Sector,  
Integrated Office Complex,  
Lodhi Road, New Delhi – 110003


The offers received **on or before 1100 Hours of 19.11.2020** shall be considered for **opening of Techno-commercial bid** scheduled at **1100 Hours on 19.11.2020** in presence of the bidders who may like to be present. **Offers received after specified time of submission shall be liable for rejection.**

BHEL also reserves the right to reject any or all the bids without assigning any reasons whatsoever.

Before submitting the offers, the bidders are advised to visit and survey the site. For any clarifications regarding the tender, kindly contact the undersigned at 011-41793305 or at email shlok@bhel.in.

**Evaluation criteria:**

1. On the date of opening of tender, only technical bid shall be opened in presence of the bidders who would like to be present.
2. The techno-commercial bids i.e. Part-I submitted by all the bidders will be evaluated first. After techno-commercial evaluation, only the Price Bids of the bidders who qualify the techno-commercial evaluation will be opened on a subsequent date. The date of opening of Price Bids shall be intimated to the concerned bidders through email separately.
3. In the Price Bid, the bidders are required to quote item wise rate for each type of item mentioned in Price Format (**Annexure IV**) in the space provided.
4. The ranking of the bidders shall be made on the basis of total amount calculated on the basis of item wise rates quoted by the bidders.
5. In the event of more than one bidder having quoted identical lowest rates and there is a tie amongst the bidders, the respective bidders would be asked to submit their revised rates. This process would continue till the distinct L1 (lowest) rate is arrived.
6. Work will be awarded to the L1 bidder and final decision of BHEL on evaluation of bidders shall be binding on all the bidders.

  
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### Terms & Conditions of the contract:

1. The work awarded to successful bidder cannot be subcontracted further by the bidder.
2. The work has to be completed within 15 days from the date of issue of work order.
3. Security deposit (SD) of 5% of order value shall be deposited by the successful bidder before the start of the contract. SD, without interest, shall be refunded after successful completion of contract period.

If the successful bidder requests BHEL to adjust EMD amount towards SD then balance amount has to be deposited before the start of the contract.

4. **Payment:** 100% payment shall be made within 30 days from the day of receipt of original GST compliant invoice or completion of the work whichever is later.
5. **Taxes & duties:** The taxes and duties applicable on the work contract have to be very clearly indicated in the price bid format **Annexure IV**. However, taxes and duties applicable at the time of generation of GST compliant invoice shall be payable by BHEL.
6. The contractor should ensure that their workforce shall be provided with all safety devices, tools and tackles required while working on the system and all safety precautions are adhered to by their workforce.
7. The contractor has to ensure that the workforce deployed under this contract is insured.
8. No excuses like hindrance because of extreme weather conditions, non-availability of labour and material etc. will be entertained for not providing services on time.
9. BHEL shall recover the amount of compensation paid to victim(s) by BHEL towards loss of life / permanent disability due to an accident which is attributable to the negligence of contractor, agency or firm or any of its employees as detailed below.
  - a) Victim: Any person who suffers permanent disablement or dies in an accident as defined below.
  - b) Accident: Any death or permanent disability resulting solely and directly from any unintended and unforeseen injurious occurrence caused during the manufacturing/ operation and works incidental thereto at BHEL factories/ offices and precincts thereof, project execution, erection and commissioning, services, repairs and maintenance, trouble shooting, serving, overhaul, renovation and retrofitting, trial operation, performance guarantee testing undertaken by the company or during any works/ during working at BHEL units/ offices/ townships and premises/ project sites.
  - c) Compensation in respect of each of the victims:
    - (i) In the event of death or permanent disability resulting from loss of both limbs: ₹ 10,00,000/- (Rupees Ten Lakhs)
    - (ii) In the event of other permanent disability: ₹ 7,00,000/- (Rupees Seven Lakhs)
  - d) Permanent Disablement: A disablement that is classified as a permanent total disablement under the proviso to Section 2 (I) of the Employee's Compensation Act, 1923.
10. **Penalty:** In case the work is not completed within 10 days from the date of award of work, a penalty of 0.5 % of total contract value per week subject to maximum 10% of total value will be deducted from the bill.

BHEL also reserves the right to terminate the contract at any point of time without assigning any reason thereof.

  
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11. **Recovery from Contractor:** Whenever under the contract, any sum of money shall be recoverable from or payable by the contractor, the same may be deducted from any sum then due or which at any time thereafter may become due to the contractor under the contract or under any other contract with BHEL or from his security deposit, or the contract or shall pay the claim on demand without any terms & conditions.

12. Quoted prices shall remain firm during the contract period and nothing extra shall be payable for any reason whatsoever.

13. **Arbitration:**

- a. In the event of any dispute or difference arising out of the execution of the Order/Contract or the respective rights and liabilities of the parties or in relation to interpretation of any provision between BHEL & Service Provider in any manner touching upon the Order/Contract, such dispute or difference shall (except as to any matters, the decision of which is specifically provided for therein) be referred to the arbitration of the person appointed by the competent authority of BHEL.

Subject as aforesaid, the provisions of Arbitration and Conciliation Act, 1996 (India) or statutory modifications or re-enactments thereof and the rules made thereunder and for the time being in force shall apply to the arbitration proceedings under this clause. The venue of arbitration shall be at New Delhi.

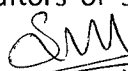
- b. In case of order/contract on Public Sector Enterprises (PSE) or a Govt. Deptt., the following clause shall be applicable - In the event of any dispute or difference relating to the interpretation and application of the provisions of the Order/Contract, such dispute or difference shall be referred to by either party to the arbitration of one of the arbitrators in the department of public enterprises. The award of the arbitrator shall be binding upon the parties to the dispute, provided, however, any party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law secretary, Deptt. of Legal Affairs, Ministry of Law & Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary or Additional Secretary when so authorized by the Law Secretary, whose decision shall bind the parties hereto finally and conclusively. The parties in the dispute will bear equally the cost of arbitration as intimated by the arbitrator.

14. **Laws governing the contract:** The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

15. **Jurisdiction of court:** Courts at Delhi/New Delhi shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

16. **Default/ breach of contract, insolvency and risk purchase**

- a. If the Service Provider / Contractor fails to provide the required services as per the Contract and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to / provide services covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the


  
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Partnership Act or if the Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the BHEL may be put to incur or sustain by reason of the Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Contractor (Service Provider) and if BHEL so desires, may hire such services and in such manner as it deems appropriate, at the risk and cost of the Contractor (Service Provider) and the Contractor (Service Provider) shall be liable to the BHEL for any excess costs provided that the Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Contractor (Service Provider) shall on no account be entitled to any gain on such services.

- b. Cost of the service made by the BHEL/Service taker at the risk and cost of the contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of services so hired.

Thanking you.

Yours sincerely,  
On behalf of Bharat Heavy Electricals Limited,

  
28/10/2020  
(Shlok Nagar)

Dy. Manager (HR-Admin)

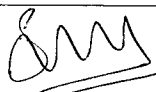
श्लोक नागर / SHLOK NAGAR  
उप प्रबंधक / Deputy Manager  
मानव संसाधन-प्रशासन / HR-Admin

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
BHARAT HEAVY ELECTRICALS LIMITED  
उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स, लोधी रोड,  
Industry Sector, Integrated Office Complex, Lodhi Road,  
नई दिल्ली-110003 / New Delhi-110003



**DETAILS OF BUSINESS**

|   |   |   |
|---|---|---|
| 1 | Name of the firm  |   |
| 2 | Address for communication   |   |
| 3 | Type of Organisation<br>(tick the correct one)                      | Company / Proprietorship / Partnership / Others |
| 4 | Registered Office, if any:  |   |
| 5 | Telephone No.<br>(Office)<br><br>(Res)<br><br>(Mobile)<br><br>(Fax) |   |
| 6 | Name of Proprietor/partner  |   |
| 7 | Contact person:<br><br>Mobile:<br><br>Email ID:                     |   |

  
 28/10/2020

Signature and Seal of Authorised Signatory

**ACCEPTANCE LETTER / NO DEVIATION CERTIFICATE**

Notwithstanding anything mentioned in or bid, we hereby accept all terms and conditions of the above tender.

Or

We Hereby accept all terms and conditions of the above tender except the following:

(Give reference to clause Nos. of Terms & Conditions Which are not acceptable)

- 1.
- 2.
- 3.
- 4.
- 5.

Note: Any deviation specified elsewhere in the tender shall not be considered. Deviations may or may not be accepted by BHEL.

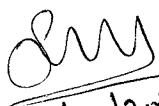
  
28/10/2020

Signature and Seal of Authorised Signatory

**DECLARATION**

I/We hereby declare that I /we have not been banned or de-listed by any PSU/Government Department /Financial Institute /Court and no case is pending with the police /court against our firm / partner or the company.

Signature and Seal of Authorised Signatory

  
28/10/2020.

**Price Bid Format**

**Sub: "Supply and installation of automatic door controller for automatic sliding glass door installed at BHEL, Lodhi Road"**

| Sl. No.  | Job Description   | Quantity (in nos.) | Rate per unit (in Rupees)       | Rate per unit (in words) |
|--|---|--------------------|---------------------------------|--------------------------|
| 1  | Supply of automatic door controller along with required accessories   | 01 no.             |                                 |                          |
| 2  | Charges towards installation of controller along with required accessories  | 01 no.             |                                 |                          |
| 3  | Charges towards dismantling of existing controller along with dismantling of required accessories                         | 01 no.             |                                 |                          |
| 4  | Cost towards any allied works that may be required.   | Lump sum           |                                 |                          |
| 5  | Comprehensive AMC charges for maintenance of automatic sliding glass door after completion of warranty period of one year | 02                 |                                 |                          |
| 6  | GST on Sl. No. 1 @  |                    | _____ %                         |                          |
| 7  | GST on Sl. No. 2 @  |                    | _____ %                         |                          |
| 8  | GST on Sl. No. 3 @  |                    | _____ %                         |                          |
| 9  | GST on Sl. No. 4 @  |                    | _____ %                         |                          |
| 10   | GST on Sl. No. 5 @  |                    | _____ %                         |                          |
| <b>Total amount including all taxes and duties (in Rupees)</b> |   |                    | <b>To be calculated by BHEL</b> |                          |

**Note:**

1. For understanding the scope of work, bidders are advised to visit the site.
2. The total amount quoted above has to be inclusive of all taxes and duties.
3. The total amount should be mentioned in figure as well as in words.

Date:

Signature of Bidder with Company Seal

  
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**Format for CA certificate for Turnovers of last three financial years**  
**(to be submitted in original on letterhead of CA)**

This is to certify that the turnovers of M/s ..... having their office at .....  
 during last three financial years have been as given below:

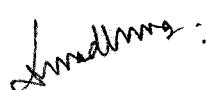

| TURNOVER YEARS    | FY 2017-18 | FY 2018-19 | FY 2019-20 |
|-------------------|------------|------------|------------|
| Rupees (in Lakhs) |            |            |            |


Signature and Stamp of CA

Membership No. of CA:

  
 28/10/2020

**EFT MANDATE (DULY CERTIFIED BY BANKER)**

|   |  |   |           |
|---|--|---|-----------|
| Bank Name   | CANARA BANK  |   |           |
| Bank Branch Address   | PRIME CORPORATE BRANCH -II,<br>WORLD TRADE TOWER, BARAKHAMBA LANE,<br>NEW DELHI  |   |           |
| Branch Code   | 1942   | MICR No   | 110015097 |
| Swift Code  | CNRBINBBFD   |   |           |
| IFSC for RTGS   | CNRB0001942  |   |           |
| IFSC for NEFT   | CNRB0001942  |   |           |
| Beneficiary's Name  | BHARAT HEAVY ELECTRICALS LIMITED<br>INDUSTRY SECTOR<br>INTEGRATED OFFICE COMPLEX, LODHI ROAD<br>NEW DELHI - 110003   |   |           |
| Beneficiary's Account Number  | 0307201003847  |   |           |
| Type of Account   | CURRENT ACCOUNT - GENERAL  |   |           |
| We hereby certify that information given above (Bank Details) are true and correct  |  |   |           |
| We certify that the particulars mentioned above are true and correct and we will be responsible if any of the information stated above found to be incorrect at a later date. We also confirm that, any changes in the above details occurring in future, shall be informed to you immediately. |  |   |           |
| Yours Faithfully  |  |   |           |
| Sign  |   |   |           |
| Name:   | दीपक वधवा / DEEPAK WADHWA  |   |           |
| Designation:  | वरिष्ठ लेखाधिकारी / Senior Accounts Officer<br>भारत हेवी इलेक्ट्रिकल्स लिमिटेड<br>उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स, लोधी रोड,<br>Industry Sector, Integrated Office Complex, Lodhi Road,<br>नई दिल्ली - 110003 / New Delhi-110003 |   |           |
|   |  | <b>कृते केनरा बैंक/For Canara Bank</b><br>वरिष्ठ प्रबन्धक/Senior Manager<br>प्राईम कॉर्पोरेट कर्नाट प्लेस शाखा<br>Prime Corporate Connaught Place Branch<br>नई दिल्ली/New Delhi-110001<br> |           |

  
28/10/2020