



भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited
उद्योग क्षेत्र, नई दिल्ली/ Industry Sector, New Delhi

ID/ HRM/ A041/ Photocopy_ENQ
19th November 2019

Sub: Rate contract for photocopy services at BHEL offices

Dear Sir,

BHEL invites offers through tender process from parties who may be interested in accepting rate contract for providing photocopy services at BHEL, Lodhi Road and BHEL Office in Advant Navis Business Park, Sector -142, Noida - Greater Noida Expressway, Noida for a period of two years.

The tender will be a two part bid tender i.e. Part-I: Techno-commercial bid to ensure soundness of the bidder and Part-II: Price Bid to achieve most competitive offer from the qualified bidders after techno-commercial evaluation.

You are requested to submit your most competitive offer for rate contract as per the requirement and terms & conditions of the tender, cited later in this tender enquiry.

Last date of submission	:	11.12.2019 at 1100 Hours
Opening of Tender	:	11.12.2019 at 1100 Hours
Tender Cost	:	Nil
Earnest Money Deposit	:	₹ 32,600.00

The sealed bid may be sent either by Registered Post/ Speed Post/ Courier Services or by hand to the undersigned at:

Shlok Nagar
Sr. Engineer (HR-Admin)
BHEL – Industry Sector
Integrated Office Complex
Lodhi Road, New Delhi – 110003

In case of any clarification, the bidder can contact the undersigned over telephone no. 011-41793305 or at email shlok@bhel.in

For and on behalf of
Bharat Heavy Electricals Limited


19/11/19
(Shlok Nagar)

श्लोक नागर / SHLOK NAGAR
वरिष्ठ अभियन्ता / Sr. Engineer
मानव संसाधन प्रबंध विभाग / HRM Deptt.
BHARAT HEAVY ELECTRICALS LIMITED
Industry Sector, Integrated Office Complex
Lodhi Road, New Delhi-110003

Scope of work:

1. Contractor shall be required to install:
 - a. 02 nos. of digital photocopy machines of capacity 45 CPM or more along with operator, paper, toner/ cartridge and maintenance of the machines. Out of the two machines, one at BHEL, Lodhi Road office and the other machine at BHEL office at 5th floor, Advant Navis Business Park, Sector -142, Noida Greater Noida Expressway, Noida.

Spiral Binding of the Photocopy Sets with 100 Micron Garware/Century/ 3M transparency cover on top and bottom. (Spiral binding machine, consumables and binding services to be provided by the contractor)
 - b. 02 nos. of brand new digital photocopy machines of capacity 20 CPM or more at BHEL, Lodhi Road office on rent basis with cost of 4,000 copies per month per machine included in the rent. Paper shall be provided by BHEL, however, toner / cartridge and maintenance of machine shall be in scope of the contractor.
 - c. 01 no. of brand new digital photocopy machines of capacity 45 CPM or more in International Operations Division at BHEL, Lodhi Road office on rent basis with cost of 10,000 copies per month per machine included in the rent. Paper shall be provided by BHEL, however, toner / cartridge and maintenance of machine shall be in scope of the contractor.

Details of the machines are given below:

All the photocopy machines shall have to be of any of the following makes: CANON, KONICA MINOLTA, TOSHIBA, XEROX, SHARP, PANASONIC, KYOCERA and MURATEC. Brand new machines of year of make 2018 or later shall only be accepted.

All the machines should have reversible automatic document feeder, electronic sorter, photocopy capacity up to A3 to A3 copy, reduction & enlargement facility and duplexing along with the facility of taking prints through network printing of bulk documents. The machine shall have the provision for pen drive connectivity to facilitate bulk printing/ duplication directly.

Number of machines may be increased / decreased by BHEL depending on total load of work with BHEL, however, the payment shall be made for actual no. of machines.

2. On award of contract, the bidder shall be required to install the machines and other equipment at BHEL premises within 14 days along-with the documentary proof of model and newness (wherever applicable) of the machine failing which the contract will be liable for termination and the EMD/Security Deposit shall be forfeited.
3. The space and power (220/240V 50 Hz AC) supply will be provided free of charge by BHEL.
4. Maintenance of the machines shall be the complete responsibility of the vendor. All the inputs like paper, spares, repairs, consumables etc. and operation / services are to be borne by the vendor and nothing extra shall be payable for any reason whatsoever.
5. In case of non-functioning of the main machines, standby machine will be provided immediately at no extra cost.
6. Insurance of machines, equipment, manpower (Accidental Insurance cover etc.) and other miscellaneous charges or any other charges whatsoever shall be borne by the vendor and BHEL shall not be held liable for any damage / injury to the manpower, machines/ consumables etc. of the vendor due to any reason.


19/11/19

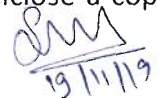
7. Only mill packed 75 gsm IS-14490: Latest compliant photocopy paper shall be used for photocopies. Only one brand of photocopy paper will be used in any particular job. Use of mixed variety/brand of paper will render the job liable for rejection at vendor's risk and cost.
8. The vendor should maintain a minimum inventory of 4 boxes of photocopy paper of 10 reams at any point of time, i.e. 02 boxes at BHEL Lodhi Road office and 02 boxes at BHEL, Advant office, so that there is no interruption of work due to lack of photocopy paper.
9. The tentative nos. of copies will be 60,000 per month. However, the payments shall be restricted as per the actual quantities accepted only.

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. Tenders with deviations from terms and conditions 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 signed.
6. Only rate shall be quoted in price bid format and nothing else. Rates must be quoted in figures as well as in words. In case the rates in figures differ from the rates written in words, the lesser of the two will be treated as valid rate. 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. The prices quoted should be firm and no revision of prices will be entertained after the quotation is opened.
8. Quotation shall be received up to 1100 hours on 11.12.2019, tenders received late /in open condition/ not meeting the tender condition / incomplete in any respect are likely to be rejected.
9. Validity of offer will be 60 days from the date of opening of tender.
10. 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.
11. A bidder may visit BHEL office on any working day from 20.11.2019 to 10.12.2019 between 0900 Hrs to 1700 Hrs. Any queries regarding this tender may be clarified from Sr. Engineer (HR-Admin) over telephone no. 011-41793305 or at email shlok@bhel.in.

Pre-Qualification Requirement (PQR):

1. EMD amount of ₹ 32,600.00 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


19/11/19

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 within 15 days of 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 has to submit copies of their PAN card and GST Registration certificate.
 3. The annual average turnover of the bidder during last three financial years should be at least 4.89 Lakhs. Bidder needs to submit copies of audited balance sheets and Profit and Loss Account Statements of last three financial years i.e. FY 2016-17, 2017-18 and 2018-19. In case of unavailability of documents pertaining to FY 2018-19, documents of 2015-16 may be furnished.
 4. Copy of acknowledgements of IT return of last three financial years i.e. FY 2016-17, 2017-18, 2018-19. In case of unavailability of documents pertaining to FY 2018-19, documents of 2015-16 may be furnished.
 5. The experience of having successfully completed similar Job / services during last 7 years ending on 30.11.2019 should be either of the following:
 - i) Three similar completed jobs / services with value not less than ₹ 6.52 Lakhs each.
Or
 - ii) Two similar completed jobs / services with value not less than ₹ 8.15 Lakhs each.
Or
 - iii) One similar completed job / service with value not less than ₹ 13.04 Lakhs.

"Similar Job / service" refer to "Rate Contract for providing photocopy services".

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 ₹ 8.15 Lakhs shall be furnished. The work completion certificate shall be specific to the work order submitted i.e. the specific contract, value of the job, duration of contract / job and declaration of satisfactory performance shall be indicated in the work completion certificate from the client. 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 "Rate contract for providing photocopy services at BHEL offices" 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 contain two parts of the tender "Part-I: Techno-commercial Bid and Earnest Money Deposit" and

DM
19/11/19

“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. Details of machines like make, model, Serial No., speed, year of make etc. on bidder’s letterhead.
2. Copy of Tender Enquiry Document duly signed in blue ink and stamped on each page as token of acceptance of tender conditions.
3. A copy of price bid duly signed and stamped but without the prices.
4. Copies of audited balance sheets and Profit and Loss Account Statements of last three financial years i.e. FY 2016-17, 2017-18 and 2018-19. In case of unavailability of documents pertaining to FY 2018-19, documents of 2015-16 may be furnished.
5. Acknowledgement of deposit of EMD of ₹ 32,600/- (Rupees Thirty Two Thousand Six Hundred only) by way of NEFT in favour of BHEL, New Delhi, must be enclosed in Part-I envelope.
6. Copy of PAN and GST Registration Certificate duly signed and stamped by the bidder.
7. Copy of a cancelled cheque of the bidder.
8. Copy of acknowledgements of IT return of last three financial years i.e. FY 2016-17, 2017-18, 2018-19. In case of unavailability of documents for financial year 2016-17, documents pertaining to FY 2015-16 shall be furnished.
9. 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 30.11.2019 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/ Photocopy_ENQ” followed by **bidder contact details** like address, mobile no., email etc.

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

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

The duly filled price bid in the enclosed “Price Bid Format” (Annexure-V) needs to be in sealed envelope #3. This envelope should be super-scribed as “Part-II: Ref. ID/ HRM/ A041/ Photocopy_ENQ” followed by bidder details.

The offer, completed in all respects, has to positively reach the undersigned before 1100 hours of 11.12.2019 at:

Shlok Nagar
Sr. Engineer (HR-Admin)
BHEL – Industry Sector
Integrated Office Complex
Lodhi Road, New Delhi – 110003


19/11/19

The offers received **on or before 1100 hours of 11.12.2019** shall be considered for **opening of Techno-commercial bid scheduled at 1100 hours on 11.12.2019** in presence of the bidders who may like to be present. **Offers received after specified time of submission shall be liable for rejection.**

After techno-commercial evaluation of the offers, price bid of the bidders who qualify techno-commercial evaluation shall be opened on a later date in presence of the bidders who may like to be present. The date of opening of price bid shall be intimated to the qualified bidders through email.

Quotations not received in line with above format are liable to be rejected.

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.
3. In the price bid, the bidders are required to quote item wise rate for each item mentioned in Price Format (Annexure V) in the space provided.
4. The evaluation of price bids shall be done as per the following formula:

$$\text{Total Evaluated price} = A + B + C + D + E + F + G$$

5. If the total evaluated prices of two Bidders are equal, then the Bidder with lower evaluated price (A +B) will be awarded the order.
6. If the total evaluated price (A+B) is also same, then the total evaluated price (A+B+G) will be considered.
7. If the total evaluated price (A+B+G) is also same, then the total evaluated price (A+B+G+F) will be considered.
8. If the values are still equal, then the Committee will decide and its decision will be the final.
9. Work will be awarded to the L1 bidder and final decision of BHEL on evaluation of bidders shall be binding on all the bidders.

Note:

1. BHEL reserves the right to split up the tender and place orders with more than one tenderer.
2. BHEL reserves the right to increase or decrease the number of photocopy machines to be installed under the contract.
3. BHEL reserves the right to reject any or all the tenders without assigning any reasons whatsoever.
4. Tender/ Offer should be valid for a period of 60 days from the due date of submission of tender or extended due date.


19/11/19

TERMS AND CONDITIONS

1. **Validity:** The validity of contract will be for 2 years from the date of start of work.
2. **Subletting:** The Vendor shall not sublet, transfer or assign the full work or any part thereof to any other person/company/organization.
3. **Quantity:** The quantities provided in tender enquiry document are tentative in nature which may vary as per requirement, however, the payment shall be made on actual basis.
4. **Payment Terms:**
 - a) Payment shall be made after successful completion of services during every month.
 - b) Quoted prices shall remain firm during the contract period and shall be inclusive of all types of charges. The applicable taxes and duties as per Govt. of India guidelines shall be payable extra.
 - c) No advance payment or the payment for mobilization of work will be made to the vendor.
 - d) Tax invoice raised by the vendor shall be certified by the official in-charge of BHEL and the 100% payment will be made within 15 days by NEFT/RTGS from the date of receipt of in discrepant bill.
 - e) All payment will be subject to deduction of taxes at source as per rules.
5. The vendor shall not be entitled to any interest with respect to any money which may be due to him from BHEL.
6. **Security deposit (SD)** amount equal to EMD amount shall be deposited by the successful bidder through NEFT either within seven days from the date of award of work or before start of contract whichever is earlier. SD can also be recovered at the rate of 10% from the running bills. However, in such case at least 50% of the SD shall be deposited within specified time and balance 50% may be recovered from the running bills.
If the successful bidder requests BHEL in writing to adjust EMD amount towards SD then EMD shall be retained as SD. SD, without interest, shall be refunded after successful completion of contract period.
7. On award of contract, the bidder shall be required to install the Brand New Machines and other equipments at our premises within 14 days along-with the documentary proof of newness of the machines/equipment failing which the contract will be liable for termination and the EMD/Security Deposit shall be forfeited.
8. In case of non-functioning of the main machines, standby machine will be provided immediately at no extra cost.
9. Insurance of machines, equipments, manpower (Accidental Insurance cover etc.) and other miscellaneous charges or any other charges whatsoever shall be borne by the Vendor and BHEL shall not be held liable for any damage / injury to the manpower, machines/consumables etc. of the vendor due to any reason.
10. The rates quoted shall be inclusive for free collection, set making, compilation spiral binding etc. and delivery of materials at the indenter's seat at BHEL office.


 19/11/19

11. The rates quoted shall be on all inclusive basis except the applicable taxes and duties. Rates shall be firm for the entire period of contract and no upwards revision will be allowed. Wastage, if any, shall be in vendor's scope.
12. The machines with the operators shall be in use daily from 0845 hours to 1800 hours on normal days. In case the indenter desires the operator may have to continue to work in late night hours and on holidays observed by BHEL without any extra cost or financial burden to BHEL.
13. Vendor shall not be allowed to carry out any photocopy job for other customers on machine installed by them in BHEL premises. Further the vendor shall ensure total secrecy of the documents to be photocopied and information shall not be shared with any person/agency under any circumstances. However, vendor shall be allowed to get the bulk job done outside BHEL with permission from the indenter.
14. Vendor will not have any right or claim on the premises provided for installation of the machines.
15. Vendor shall indemnify BHEL against any loss, damage, injury etc. to their machines, equipment installed, stationery, consumables, etc. or the manpower deployed in BHEL for the entire period of the contract.
16. You or your work force will not be entitled for any compensation for any loss/damage suffered by your work force deployed to execute the work under this contract. BHEL shall remain indemnified against any compensation that may arise out of any injury or death to any person deputed by you under this contract.
17. In case the vendor for any reason is not able to execute the job as per time schedule / required quality, BHEL reserves the right to get the same done at the risk and cost of the vendor and impose the following pre-agreed damages:

Sl. no.	Default	Damages
1	Non adhering to time schedule Regular work: to be done on same day Bulk job: to be done within 48 hours (Bulk job shall mean a job comprising more than 1000 pages to be multiplied in more than 8 sets)	15.0% deduction from monthly bill
2	Non functioning of machine beyond 48 hours, if standby machine of similar capacity is not installed	₹ 1000.00 per day per machine plus the additional cost to be incurred by BHEL for getting the work done from outside.

These damages shall be over and above the additional cost to be incurred by BHEL for getting the work done from outside.

18. **Risk Clause:** In case the vendor does not accept the work awarded to him or does not turn up after the award of work, BHEL shall have the right without any prejudice to get the work done through any other alternate agency at the risk and cost of Vendor. The additional cost including loss, if any incurred by BHEL will be recovered from the Vendor.


19/11/19

19. 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.
20. **Termination of contract:** If at any time the vendor defaults in performance of the work with due diligence and continues to do so or commit any default in complying any of the tender terms and condition even after the notice in writing is given, BHEL may, without prejudice to any other right to remedy which shall have accrued or shall accrue thereafter to BHEL, terminate the contract by giving 15 days' notice in writing. The notice will be deemed to have served as and when sent to the address given in the tender. In such a case, the Security Deposit shall be forfeited.

21. If any documents found to be incorrect after placement of order, the Security Deposit shall be forfeited.

22. **Confidentiality and Nondisclosure:** BHEL has engaged vendor and vendor have accepted this engagement for the purpose of activities to be carried out as per the contract subject to confidentiality obligations set forth below.

As used herein, Confidential Information shall mean and include information now or hereafter owned by, or otherwise within the possession or control of BHEL including, without limitation, patented and unpatented inventions, business and trade secrets, know-how, techniques, data, specifications, blueprints, flow sheets, designs, engineering information, operation criteria and other tangible and intangible information related to the equipment / material. vendor agrees that they will not use the Confidential Information of the BHEL for any purpose other than the contract.

Except for employees of each described below, Vendor will not at any time without the prior written consent of BHEL publish, disclose or otherwise disseminate, duplicate or use, directly or indirectly, confidential information to or for the benefit of any third party whether or not it relates to a process, product, equipment or apparatus embodied therein.

23. **Indemnification by Vendor:** The Vendor shall indemnify the BHEL against all actions, claims, demands, costs, charges and expenses arising from or incurred by reason of any infringement or alleged infringement of any kind including infringement of patent, registered design, copyright, or trade mark or trade name protected in any country by the use or possession of any or materials / equipment supplied by the Vendor by any one directly or indirectly employed by him or any damage to life or property of an employee of BHEL or Vendor or any third party.

24. **Arbitration:** 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 to 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.

25. **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.


13/11/19

DETAILS OF BUSINESS

1	Name of the firm	
2	Address for communication	
3	Registered Office, if any:	
4	Telephone No. (Office) (Res) (Mobile) (Fax)	
5	Name of Proprietor/partner	
6	Contact person: Mobile: Email ID:	


19/11/19

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.


19/11/19

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


19/11/19

PRICE FORMAT**A: Photocopy service (including spares, consumables, paper, operator services etc.)**

Sl. no.	Job Description	Tentative Quantity per year	Rate (in ₹)	Amount per year (in ₹)
1	A4 Size copy	3,10,000 copies		A =
2	A4 Size back to back copy	4,00,000 copies		B =
3	A3 Size copy	13,000 copies		C =
4	A3 Size back to back copy	1,600 copies		D =
5	Spiral Binding of the Photocopy Sets	2,700 sets		E =

B: Photocopy machine on rent (including spares, consumables and maintenance)

Sl. no.	Job Description	Quantity Required	Rate per machine per month (in Rs.)	Amount per year
6	Digital photocopy machine with capacity 20 CPM or more (per machine)	02 nos.		F =
7	Digital photocopy machine with capacity 45 CPM or more (per machine)	01 nos.		G =

Total Amount (A+B+C+D+E+F+G) per year in ₹ _____ in words (Rupees _____)

- The rates should be mentioned in figure as well as in words.
- Rates will be on all inclusive basis (excluding applicable taxes).
- The payment shall be made on actual copies / spiral binding basis.

Signature and stamp of the bidder

Dated:


19/11/19

EFT MANDATE (DULY CERTIFIED BY BANKER)

Bank Name	CANARA BANK		
Bank Branch Address	PRIME CORPORATE BRANCH -II, WORLD TRADE TOWER, BARAKHAMBA LANE, NEW DELHI		
Branch Code	1942	MICR No	110015097
Swift Code	CNRBINBBIFD		
IFSC for RTGS	CNRB0001942		
IFSC for NEFT	CNRB0001942		
Beneficiary's Name	BHARAT HEAVY ELECTRICALS LIMITED INDUSTRY SECTOR INTEGRATED OFFICE COMPLEX, LODHI ROAD 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	<i>Deepak Wadhwa</i>		
Sign	_____		
Name:	दीपक वधवा / DEEPAK WADHWA वरिष्ठ लेखाधिकारी / Senior Accounts Officer		
Designation:	भारत हेवी इलेक्ट्रिकल्स लिमिटेड उद्योग क्षेत्र, एकीकृत कार्यालय कॉम्प्लेक्स लोधी रोड, Industry Sector, Integrated Office Complex, Lodhi Road, नई दिल्ली-110003 / New Delhi-110003		
	<div style="border: 1px solid black; padding: 5px;"> <p>कृते केनरा बैंक/For Canara Bank</p> <p>वरिष्ठ प्रबन्धक/Senior Manager प्राइम कॉर्पोरेट कर्नाट प्लेस शाखा Prime Corporate Connaught Place Branch नई दिल्ली/New Delhi-110001</p> <p style="text-align: right;"><i>22/05/19</i></p> </div>		
	Banker's Seal and Signatures		

DM
19/11/19