



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

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**MAINTENANCE & SERVICES DEPARTMENT**  
**REGISTERED POST WITH ACK.DUE**

<b>NOTICE INVITING TENDER</b>	
Tender Notice No	9721MS19033E, DT: 23.11.2019
Name of work	Repair of 1000 KVA DG set.
Period of contract	One week
Earnest Money Deposit (EMD) Amount	Not Applicable
Last date & Time for Receipt of the Tender	26.11.2019,14.30 Hrs.
Date of Tender bid Opening	26.11.2019,14.30 Hrs onwards.
Place of submission of Tender	Tender Box Placed in M&S Office, BHEL –BAP, Ranipet – 632 406
Address on the Sealed Tender Cover to be:	<b>THE SENIOR MANAGER / Cranes &amp; Transport M &amp; S DEPARTMENT BHARAT HEAVY ELECTRICALS LIMITED RANIPET – 632 406 VELLORE DISTRICT TAMIL NADU.</b>
Venue of the Tender Opening	M&S Conference hall

**Issued to**

**M/s. Gmmco Power  
Plot No. 2B (South phase) Industrial Estate  
Guindy, CHENNAI – 600 032.**

**ISSUING OFFICER**

## GENERAL INSTRUCTIONS TO TENDERER

1. Tender must be submitted **in sealed cover** and should be addressed to

**THE SENIOR MANAGER / Cranes & Transport**  
**M&S Department,**  
**Bharat Heavy Electricals Limited,**  
**RANIPET – 632 406.**

**The Name, Address of the Tenderer and the name of work shall be clearly mentioned on the cover.**

2. Sealed Tender will be received up to 14.30 Hrs on 26.11.2019 in the prescribed form and will be opened on 26.11.2019 at 14.30 Hrs at M&S Conference Hall in the presence of such of those tenderers or their agents who may choose to attend, with authorization letter.
3. All entries in the tender documents should be printed/filled with same ink. Over-writing in the price bid to be avoided. The tenderer concerned should duly sign all cancellations and corrections.
4. Tenderer should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents and also sign and seal each and every page of the tender document/annexures attached thereto before submitting the tender.
5. Conditional and unwitnessed tender, tender containing absurd rates and amounts, tender which are incomplete or otherwise considered defective and tender not in accordance with the tender conditions laid down by the Accepting Officer are liable for rejection.
6. Bidder is advised to quote only as per BOQ given by BHEL. Offers other than price bid proforma of BHEL will not be considered.
7. In quoting the rates, the tenderers are advised to take into account all factors including any fluctuations in the market rates etc. No claim will be entertained on this account after acceptance of the tender or during the contract period.
8. In the event of tender being submitted by a firm, the tender must be signed separately and legibly by each partner or member of the firm or in their absence, by the person holding the Power of Attorney on behalf of the firm concerned. In the latter case, a copy of the Power of Attorney duly attested by a Gazetted Officer must accompany the tender.
9. BHEL reserves right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefor.
10. Tenders submitted by post should be sent preferably by "REGISTERED POST"/ Speed post. This should be posted with due allowance for any delay in postal delivery. On no account the tenders, **received after the due date and time shall be considered.**
11. 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 share holder's relative, employed in Bharat Heavy Electricals Limtied, the authority inviting tenders shall be informed of this fact at the time of submission of the tender failing which tender may be disqualified or if such fact subsequently come to light, the contract may be rescinded.

12. The Bharat Heavy Electricals Limited will not be 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.
13. If the contractor deliberately gives wrong information in the tender or creates conditions favorable for the acceptance of his tender, Bharat Heavy Electricals Limited reserves the right to reject the tender at any stage.
14. Words imparting the singular number shall also be deemed to include the plural number and vice versa where the context so requires.
15. The expenses for completing and stamping the agreement shall be to the contractor's account.
16. Tenderers shall not increase their quoted rates or lay additional conditions in case Bharat Heavy Electricals Limited negotiates for reduction of rates, such negotiations shall not amount to cancellation or withdrawal 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 tender. In case the above conditions are violated, BHEL is at the discretion to cancel the tender.
17. 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.
18. The "GENERAL INSTRUCTIONS TO TENDERERS" shall be deemed to form an integral part of contract for the work to be entered into.
19. The tenderer should be present if called for negotiation both technical and commercial. In case, the tender's authorized person is attending the negotiation such person should have the authorization letter and he should be capable of taking spot decisions.
20. If needed tenderers may visit the site / working area and obtain all clarifications from Tender Issuing Officer regarding the nature of job before offering their quotation.
21. The contractor shall quote all the applicable taxes in the offer and no tax will be paid after the issue of the contract.
22. If required bidders may visit the site/working area and obtain all clarifications from Tender Issuing Officer regarding the nature of job before offering their quotation.
23. The bidder shall clearly indicate all the applicable Taxes in the Price Bid and also shall state clearly whether these taxes are inclusive or exclusive of the Basic rate quoted. If any tender does not indicate applicable taxes, BHEL will assume, price quoted is inclusive of all Taxes and Tender will be evaluated accordingly.
24. The contractor shall indicate all the applicable taxes in the offer and any claim after the issue of contract will not be entertained.
25. In case if any Taxes not applicable, like due to threshold limit etc. Same may be clearly indicated in the offer by the Bidder.

**26. 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.

**27. GST :**

Registration & GST Rate

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

Invoicing & Payment

5. The Tax Invoice for supply of Goods & Services should be raised as per the provision of GST Act & Rules and must compulsorily mention the following: -
  - a. BHEL-RANIPET GSTIN: 33AAACB4146P2ZL
  - b. HSN Code or Service Accounting Code for supply of goods or services.
  - c. Name & address of supplier
  - d. GSTIN of Supplier
  - e. Consecutive Serial Number & date of issue
  - f. Description of goods or services
  - g. Total value of supply
  - h. Taxable value of supply
  - i. Tax Rate – Central Tax & State Tax or Integrated Tax, Cess
  - j. Amount of Tax charged
  - k. Place of supply
  - l. Address of delivery if different from place of supply
  - m. Signature of authorized signatory

6. Reimbursement of GST to the vendor is contingent upon complying with the following condition by the service provider: -
  - i. Uploading the onward GST Return (GSTR-1) in GSTN Network portal within the statutory time period.
  - ii. Discharging the GST tax liability to the Government.
  - iii. Submission of Tax Invoice to BHEL.
  - iv. Submission of proof of payment of GST to BHEL.
  - v. 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.

#### Other Provision

12. Any reduction in rate of Tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices.
13. The agency should quote the applicable taxes and duties in the technical bid (part-A) as well as in price bid (part-B).
14. All the terms & conditions of the contract with respect to Taxes & Duties are subject to the new taxation laws introduced from time to time (e.g., GST). The terms & conditions will be modified in accordance with the provisions of new laws (e.g., GST).

15. The Prices quoted above must be inclusive of all taxes and duties and exclusive of GST, which will be payable extra as per applicable rules and subject to Submission of documentary evidence.

**In-case Govt notification comes for change in GST, the same will be applicable.**

**GST DETAILS**

- 1. GSTN NUMBER** :
- 2. PAN NUMBER** :
- 3. SERVICE ACCOUNT CODE** :
- 4. ANR NUMBER & DATE** :

**If GST TIN Number not available, declaration required under section 22(1) of CGST act that arregate turnover in the financial year is less than 20 lakhs.**

**Suspension of Business Dealings:**

The bidder along with its associate / collaborators / sub-vendors / consultants / service providers shall strictly adhere to "Guidelines for Suspension of Business Dealings with Suppliers/ Contractors" AA/MM/SB/01 Rev: 02, Dt.22.07.2016 displayed on BHEL website <http://www.bhel.com>. ([http://www.bhel.com/vender\\_registration/pdf/Suspension\\_guidelines\\_abridged.pdf](http://www.bhel.com/vender_registration/pdf/Suspension_guidelines_abridged.pdf))

**CERIFICATE OF NO DEVIATION**

I / We ..... of M/s .....

.....  
hereby certify that **there is no deviation** from the tender conditions either technical or commercial and I am /We are agreeing to all the terms and conditions mentioned in the Tender Specification.

Date:

**Signature of the Bidder**

## **SCOPE OF WORK FOR AMC OF DG SETS AT BHEL RANIPET**

**1)** Repair of Engine and Alternator as per the details given below.

SI No	Rating	Engine Model Number	Engine SI Number	Alternator Model Number	Alternator SI Number
1	1000 KVA	PERKINS-4008TAG2A	DGBH6172U16865W	TDPS	T 02498

**2)** Decouple and couple of the main HT alternator  
**3)** Replacing the starter gear ring  
**4)** Other engine faults  
**5)** The contractor shall bring all essential tools required for repair

**6) Payment Terms:**

***Payment will be made through NEFT/RTGS within 30 days from the date of receipt of invoice in triplicate and satisfactory completion of service with due certification.***

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

**7) Period of Contract:** The period of contract is One week.

**8) Security Deposit: Not applicable**

### **SAFETY RULES**

1. The Contractor must inspect the area of work to decide the safety precautions necessary for executing this contract.
2. Whenever people work at height more than six feet, platform shall be provided or the workers shall wear safety belt to avoid fall from the height.
3. Wherever any area declared dangerous, the workers shall not be allowed to work till a written clearance is obtained from appropriate authorities.
4. No material of any kind shall be dropped or allowed to be dropped from any height.
5. Defective ladders shall not be used at all.
6. Inflammable materials shall not be stored near places where the sparks are likely to occur.
7. The necessary safety equipments such as gloves, safety belt, helmet, safety boot etc must be issued to the workmen and strictly to be used while carryout the work. If Personal Protection Equipments not provided by the contractor, BHEL shall provide the required PPEs on chargeable basis, depending upon the stock availability.
8. If the contractor's workmen found violating the safety precautions, punitive action will be taken and or a penalty of Rs.500/- will be imposed and deducted from the contractor bill for each violation.

9. The working area shall be kept clean and free from all obstructions.
10. All safety precautions are to be taken by the contractor at his cost.
11. The contractor shall take care of statutory requirements including PF, ESI/ work man compensation policy for their technicians engaged for AMC work in BHEL premises

These safety measures shall be deemed to form an integral part of the Work Order/ Agreement.



**ACCEPTANCE FOR ELECTRONIC FUND TRANSFER / RTGS TRANSFER**

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

\_\_\_\_\_, (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.

**PRICE BID**

**BILL OF QUANTITY**

**Name of work : Repair of 1000 KVA DG set.**

**Period of contract : One week.**

**Tender Notice no : 9721MS19033E, DT: 23.11.2019**

S.No	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
01	Charges for Decouple and couple of the main HT alternator and replacing the starter gear ring and other works in engine	No	01		
02	CGST (Central Tax) _____ %				
03	SGST ( state Tax) _____ %				
04	IGST (Integratal Tax) _____ %				
05	UTGST (Union Territory Tax) _____ %				
06	<b>Total Amount { 01 + (02 to 05 as applicable)}</b>				