



अनुरक्षण एवं सेवाएँ
मशीन शॉप अनुरक्षण
सेन्ट्रल फाउंड्री फोर्ज प्लान्ट
भारत हेवी इलेक्ट्रिकल्स लिमिटेड

FF/19/MRM/RM/WC/WD220A/NIT/01

Dt. 21/12/2019

TENDER NOTICE – OPEN TENDER

Two part Tenders in Sealed Envelopes are invited from technically and financially capable parties, having experience in work similar to- and interested in- the under mentioned works. The tender documents are available at website www.bhel.com / www.bhelhwr.co.in in Tender Notification Section which can be downloaded. Tender cost, as mentioned in the Tender Documents is to be deposited along with the tender itself. The tender should reach the Tender Room, CFFP, BHEL, Hardwar on or before **14/01/2020** at **1:45PM**, which will be opened on the same day in the Tender Room, CFFP, BHEL, Hardwar at **2:00 PM** in presence of the bidders who wish to be present.

Bidders are advised to inspect the site/machines before quoting their rates. Bidders are also advised to go through the Special Instructions attached to this notice. (Placed at attachment-A)

BHEL reserves the right to reject any or all of the tenders without assigning any reason thereto.

Tender No. & Date	Description of Work	Earnest Money	Total Time of completion	Tender Cost (Rs.)
FF/19/MRM/RM/WC/WD220A/NIT/01 Dt. 21/12/2019	Scraping & matching of flat & sliding guide ways of Lower saddle, upper saddle & bed of Horizontal Borer WD 220A Machine in Machine Shop	Rs.14,240/-	6 Months	500/-

(Abhishek Kumar Garg)
Sr. Engineer/M&S
CFFP, BHEL
Ranipur, Haridwar-249403
(Uttarakhand)
Contact No. 01334-284507
E-mail ID: akgarg@bhel.in

Copy To. : DGM (Finance): for deputing finance representative for tender opening.

SPECIAL INSTRUCTIONS

1. Kindly read this set of Special Instructions carefully before filling up the tender form.
2. **Pre-Qualification Requirements placed at Annexure-A must be fulfilled by the vendor to participate in the tender and submitted along with Techno-Commercial Bid.**
3. Kindly read carefully Annexure- B & C which form the “Scope of Work” & “Special Terms & Conditions” respectively.
4. **The bidders are to submit the tender form along with all Annexures as well as this set of Special Instructions (Attachment-A); all pages duly signed.**
5. The tender is to be submitted in two parts, viz.: i) Techno Commercial Bid and ii) Price Bid. Documents related with Pre-Qualification Requirements i.e. Annexure-A must be submitted along with Techno-Commercial Bid.
6. Both the Techno Commercial Bid and Price Bid are to be sealed separately in separate envelopes super-scribed with **“Techno Commercial Bid for Tender no. : “FF/19/MRM/RM/WC/WD220A/NIT/01” and “Price Bid for Tender no. : “FF/19/MRM/RM/WC/WD220A/NIT/01”** respectively and then placed in a common envelope super-scribed with **“Tender for Tender No.: ““FF/19/MRM/RM/WC/ WD220A/NIT/01””**. The Techno Commercial Bid must also contain an un-priced copy of Price Bid.
7. Vendors have to submit clause wise confirmation of Annexure A, B & C.
8. Only the Techno Commercial bid will be opened on the day of tender opening. The Priced Bid will be opened only if Techno Commercial Bid(s) are found Technically Suitable & Acceptable. Date of opening of Price Bid will be intimated to all technically suitable and acceptable bidders at a suitable time.
9. **It is strongly recommended to all potential bidders to visit the site and the machine under consideration. Any presumption by the bidders in this regard will not be entertained after opening of the tender.**
10. No accommodation facilities will be provided by BHEL to any of the staff of the contractors
11. Apart from the “Special Terms & Conditions”, placed at Annexure-C, the contractor will have to comply with other Terms & Conditions including “General Terms & Conditions” & “Safety Norms” as stipulated in BHEL’s Works Policy 2016 as modified from time to time and Government rules.
12. Once Price Bids are opened and accepted by BHEL, the same cannot be withdrawn by the bidder for whatsoever reasons. In case a bidder withdraws his/her/their tender, suitable action may be taken by BHEL as deemed fit. This may include black listing of bidder or legal action.
13. If there is a difference found in the figures & words of the offered price. The price given in the words will be considered.

(Issuing Officer)



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TENDER FORM

WORK: “SCRAPING & MATCHING OF FLAT & SLIDING GUIDE WAYS OF LOWER SADDLE, UPPER SADDLE & BED OF HORIZONTAL BORER WD 220A MACHINE IN MACHINE SHOP”

PRICED/UNPRICED

(PRICED PRICE BID TO BE SEALED IN SEPARATE ENVELOP)

Name & Address of Bidder	:	
Tender Notice No.	:	FF/19/MRM/RM/WC/WD220A/NIT/01, Dt. 21/12/19
Last Date & Time for receipt of Tender	:	13:45 hrs on 14/01/2020
Date & Time for opening of Tenders	:	14:00 hrs on 14/01/2020
Place for opening of Tenders	:	Tender Room, CFFP, BHEL, Hardwar
Nature of Contract	:	Scraping & matching of flat & sliding guide ways of
Period of Contract	:	Lower saddle, upper saddle & bed of Horizontal Borer WD 220A Machine in Machine Shop, 12 Months

Description of Work

Work	Period of Contract	Cost excluding Duties & Taxes (To be quoted by the Contractor)	
	Months	Figure	Words
Scraping & matching of flat & sliding guide ways of Lower saddle, upper saddle & bed of Horizontal Borer WD 220A Machine in Machine Shop			

Enclosures:

1. Annexure-A (WD220A) : Pre-Qualification Requirements
2. Annexure-B (WD220A) : Scope of work
3. Annexure-C (WD220A) : Special Terms & Conditions

Signature of Issuing Officer

Signature of Bidder/Tenderer

Declaration by Bidder

I/We hereby confirm that I/we have carefully read and understood “Pre-Qualification Requirement”, “Scope of work” and “Special Terms & Conditions”, placed at Annexure A(WD220A), Annexure B(WD220A) & Annexure C(WD220A) respectively and have complied/will comply with the same.

Signature of Bidder/Tenderer

(Accounts Officer)

(Opening Officer)

(Issuing Officer)

PRE-QUALIFYING CRITERIA

This section details minimum requirement on part of the bidder for the work of Scraping & matching of flat & sliding guide ways of Lower saddle, upper saddle & bed of Horizontal Borer WD 220A Machine in Machine Shop. In general, the bidder must satisfy following criteria:

1. Bidder must submit proof of having carried out successfully work of similar nature during last 7 years ending last date of the month previous to the one in which NIT for this work is issued. Similar work means “Scraping and Matching of Machine” OR “Reconditioning of Machine including mechanical work”
2. **As a proof, completion/commissioning/performance certificate(s) from the original client(s) must be submitted.**
3. **Compliance to Govt. Rules:** The bidder must have proper registration for PF, ESI, Income Tax, Service Tax etc. as per Govt. Rule. The bidder shall also have to comply with the Government as well as BHEL rules and regulations. Bidder has to fill & submit the enclosed Performa.
4. Documents supporting the aforementioned qualifying criteria **MUST** be submitted by the bidders along with the Techno-Commercial Bid. **If it is found at any time that the particulars submitted by the contractor are false, suitable action will be taken. This may lead to cancellation of contract/registration from all the BHEL units & forfeiting of Earnest Money Deposit (EMD) /Security Deposit (SD).**
5. Bidder must submit Earnest Money Deposit (EMD) along with Techno-Commercial offer. In case the EMD is not submitted with techno-commercial offer or less than that specified in NIT, tender will be rejected without any prior notice and any amount deposited will be forfeited. However, MSMED Act 2006 certificate will be considered along with a certificate by Chartered Accountant on Letter head with following matter:

PRE-QUALIFYING CRITERIA

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-11 dated:
Category: (Micro/Small) (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as on date
..... 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.I722(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:
RsLacs

The above investment of RsLacs is within permissible limit of RS.
.....Lacs forMicro/Small (Strike off which is not
applicable) Category under MSMED Act 2006.

Date:
(Signature)
Name –
Membership number –
Seal of Chartered Accountant

Sr. Engineer (M&S)

PRE-QUALIFYING CRITERIA**6. Following checklist to be filled by the bidder.**

Sl. No.	Required Data	To be filled by the bidder	Remarks of Bidder for supporting documents (Enclosed/Not Enclosed)
1.	PF Registration No		
2.	GST No.		
3.	PAN No.		
4.	ESI Registration No		
5.	Documents as per clause 1		
6.	Documents as per clause 2		
7.	Year of Similar Contract/s Work Order as per clause 1		
8.	Earnest Money (DD No.)		
9.	Tender Fee (DD No.)		
10.	Certificate from CA (in case of MSMED)		

Sr. Engineer (M&S)

SCOPE OF WORK

Scraping & matching of flat & sliding guide ways of Lower and upper saddle of Russian Horizontal Borer WD 220A Machine

The scope of work will consist of following:

Sl. No.	Item description	Quantity (Approximate Area)
1.	Scraping & Color Matching of all type of flat surfaces / guide ways of machine tools. The accuracy of scraped flat surfaces / guide ways to be 0.02mm/mtr with 12-20 points / sq. inch. (This will include making of oil points / picturing with double cut.)	24,200 Sq. Inch
2.	Scraping & Color Matching of all type of slide ways of machine tools. The accuracy of scraped slide ways to be 0.02mm/mtr. with 12-20 points / sq. inch. (This will include making of oil points / picturing with double cut.)	10,000 Sq. Inch

In addition to this following scope of work also included:

- a) Detachment of Head Stock & Column of the machine.
- b) Detachment of Column & Upper Saddle of the machine.
- c) Detachment of Upper Saddle & Lower Saddle of the machine.
- d) Detachment of Lower Saddle & bed of the machine.
- e) Dismantling of electrical connection of the Machine (where ever required).
- f) Scraping & Color Matching of Lower Saddle sliding surfaces/guide ways with bed of the machine.
- g) Scraping & Color Matching of Upper Saddle sliding surfaces/guide ways with Lower Saddle of the machine.
- h) Repair of phosphorus bronze padding plate of lower saddle & upper saddle (if required).
- i) Making of new oil groves on Upper Saddle & Lower Saddle of the Machine.
- j) Repair of all lubrication and Hydraulic line of upper and lower saddle of the machine. All material required for repair of lubrication and Hydraulic line will be arranged by the vendor.
- k) Re-assembly of all machine parts i.e. Head Stock, Column, Upper Saddle, Lower Saddle and bed of the Machine to its original state.
- l) Connection of all electrical connection of the machine to its original state.
- m) The accuracy of scraped flat and sliding surfaces / guide ways to be 0.02mm/Mtr with 12-20 points/sq. inch.
- n) A feeler gauge of 0.02mm should not enter between scraped and matched surface.
- o) Inspection of the scraped surface shall be carried out with the help of straight edge, surface plate, precision level, slip gauge, feeler gauge, tissue paper or any other instrument required for checking the flatness and accuracy.
- p) Number of matching points should be informally distributed on scraped surface.
- q) Any material required for the Scraping & Color Matching to be provided by the vendor.
- r) Cleaning of the work area after total scrapping work is completed.
- s) Painting of the machine with green color.
- t) Testing, proving out & commissioning of the machine.

Note: Any work not covered in the scope of work but later found necessary for the completion of the project (limited to Scraping & matching work) shall be executed by vender without any additional charges.

SPECIAL TERMS & CONDITIONS

This section details Special Terms & Conditions under which the contract is to be executed. These Terms & Conditions are in addition to the General, Safety and Other Terms & Conditions of BHEL, applicable to the Works Contracts, as per BHEL Works Policy. The Special Terms and Conditions applicable are as below:

A. For acceptance of the tender submitted by BHEL:

- a. All the bidders are recommended to visit the plant (CFFP) for a first hand appraisal of the machines. Any presumption regarding the condition of the machine, by the bidder, shall not be entertained at a later stage.
- b. It is necessary for all the bidders to submit their bids in two parts viz. i. Techno-Commercial bid and, ii. Price Bid.
- c. All the bidders have to specify the total time period required for the scrapping & matching work. Accepted time period will be 6 months from the date of handing over the machine.

B. Earnest money deposit (EMD):

- a. Vendors have to submit EMD as mentioned in tender notice. EMD may be deposited in cash (as permissible under Income tax Act), through pay order or demand draft in favor of Account officer, CFFP, BHEL, Hardwar payable at Haridwar or may be credited through e-transfer in to SBI BANK A/C NO – 10667995469, IFSC: SBIN0000586, A/C Name CFFP/BHEL, RANIPUR, HARIDWAR with proper remarks containing purpose & name of depositor.
- b. EMD shall be converted to security deposit if the work is awarded.
- c. EMD of unsuccessful vendors shall be refunded back normally within fifteen days of acceptance of award of work by the successful vendor.
- d. EMD shall not carry any interest.
- e. **EMD by vendor will be forfeited as per tender document, if**
 - i. After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
 - ii. The tenderer does not commence the work within the period as per LOI/contract.
- f. **Offers without EMD will be rejected and will not be considered for evaluation. However valid NSIC certificate may be considered.**

SPECIAL TERMS & CONDITIONS

C. At the award of contract:

- a. The successful bidder will have to submit a security deposit as per BHEL Works Policy, within 15 days of award of work. The rates are as here under:
 - i. Up to Rs. 10Lakhs : 10%
 - ii. Above Rs. 10Lakhs up to Rs. 50Lakhs : Rs. 1Lakh+7.5% of amount above Rs. 10Lakh.
 - iii. Above Rs. 50Lakhs : Rs. 4Lakhs+5% of amount exceeding Rs. 50Lakhs.
- b. Alternatively the 50% of Security Deposit must have to be submitted before start of the work. Balance 50% will be deducted from the first payment.
- c. Security Deposit is to be made in the form of Demand Draft/pay order drawn in favour of CFFP, BHEL, Haridwar, payable at Haridwar. This can also be submitted through Electronic Transfer (ECS)/ Bank Guarantee/ Fixed Deposit Receipt (FDR). The Bank Guarantee format should have the approval of BHEL. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.
- d. EMD of the successful tenderer can be converted and adjusted against the security deposit.
- e. If vendor fails to submit the Security Deposit within specified time frame the Work Order may be treated as cancelled.
- f. The security deposit shall not carry any interest.
- g. The machine will be handed over to the contractor for a period not exceeding 2 days (including intervening Sundays/Holidays) for the purpose of getting measurements for development of such mounting devices. This activity will necessarily have to be carried out by the contractor within 12 weeks of award of the Work Order or before dispatch of material from their end, whichever is earlier.
- h. The exact time of handing over the machine to the successful bidder (contractor) by BHEL for the purpose of work, will be intimated to the contractor along with the work order or at a later stage and the contractor will have to start the work within a week's time from the stipulated date of start of work. The work can be started only after deposit of the Security Deposit as mentioned at C.a above. The time of handing over the machine for scrapping/reconditioning work by BHEL will however not bear any implication on the supply of material part.

D. For the purpose of execution of work at BHEL:

- a. All the bidders have to ensure that all their workmen, proposed to be engaged for the work within BHEL Premises are covered under PF & ESI for the duration for which work is to be carried out or the Vendor must have to submit a notarized affidavit to the effect that by virtue of no of employees being less (less than 20 for PF & less than 10 for ESI) exemption from PF and/or ESI is applicable. In such a case, the vendor will not be allowed to deploy employees, in number, more than the numbers as applicable at any point of time during the

SPECIAL TERMS & CONDITIONS

execution of the work in BHEL Premises and Vendor will also ascertain the same in the same affidavit. **While execution of the work all the labor laws will be followed by the vendor.**

- b. BHEL, for the works being carried out within BHEL factory premises, will provide only following facilities to the contractor, free of cost:
- i. EOT Crane along with crane operator, as per requirement and availability,
 - ii. Electricity & Water
 - iii. Welding Machine, Maximum one no., subject to availability,

Welders and all consumables will have to be arranged by the contractor at their own cost.

- c. All the dismantling work of machine will be carried out by the contractor in presence of the executive in charge of Maintenance-Machine Shop or other BHEL representative, deputed by Head of Department, Maintenance & Services Department.
- d. BHEL, at its discretion, may inspect some or all the components before their dispatch from the contractor's works.
- e. While working within BHEL factory area, the contractor will use their own tools, tackles and safety equipment except EOT Crane and Welding Machine. Any Tool or Tackle which may be required for maintenance of the reconditioned/retrofitted machine in future will be retained by BHEL after acceptance of machine by BHEL.
- f. Contract shall be governed by the works policy, fraud prevention policy and the same shall be made available to the vendor in case of requirement expressed by the vendor. The Bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

E. Payment Terms:

- a. 100% payment will be paid within 30 days of completion of work & acceptance of machine by BHEL and submission of Performance Bank (PBG) Guarantee of 10% of contract value. If vendor fails to provide the PBG for the required value, the payment will be made deducting the PBG amount.
- b. All the payments shall be made through e-payment after submission of following documents along with bill.
- i. E-payment form duly filled (Form will be provided by BHEL)
 - ii. GST undertaking form duly filled (Form will be provided by BHEL)
 - iii. In case there is a change in the tax structure in future, the same shall be complied with retrospectively.
- c. No advance payment will be made by BHEL.

SPECIAL TERMS & CONDITIONS

F. Penalty Clause:

- a. A delay in handing over the machine to BHEL, by the contractor, beyond scheduled date as specified in the Work Order or otherwise shall attract a penalty of 0.5% per week or part of that, subject to a maximum of 10% of contract value. Penalty will be calculated based on total time period taken by the contractor for the subject work. The total period of execution will be calculated from issue of work order to handing over the machine to BHEL less any time taken by BHEL for handing over the machine to contractor for the work.

G. Guarantee/Warranty:

- a. The contractor will provide a guarantee/warranty of minimum 12 months from date of completion of work for the work carried out by contractor as per scope of work, Annexure-B.
- b. If breakdown of the machine is not responded within 48 hrs during the guarantee/warranty period, the guarantee/warranty period will stand extended for double the corresponding period.
- c. Breakdowns not attended during the guarantee/warranty period will lead forfeiting of PBG.

H. Acceptance of Machine as commissioned:

- a. The machine will be verified through joint inspection by BHEL & Contractor for the acceptance of the machine.
- b. The machine, after scrapping & matching work will be put to production activities for a period of one week during which the machine must be able to operate uninterruptedly. During this period, the contractor will ensure that any snag in the machine is rectified immediately.
- c. The contractor will have to submit a bank guarantee of 10% of total contract value for a period equal to guarantee/warranty period from the date of final acceptance of the machine as performance guarantee for the reconditioned machine.

I. Risk Purchase:

- a. In case of delays in supplies / defective supplies or non-fulfillment of any other terms & conditions given in the work order the purchaser may cancel the work order in full or part thereof and may also make the purchase of the material / service from elsewhere / alternative source at the risk and cost of supplier. If vendor does not agree to above clause, their offer is liable to be rejected. In case any vendor accepts risk purchase clause initially and subsequently declines to honor the term in the eventuality of RISK PURCHASE, they may be banned for business with BHEL.