



# Bharat Heavy Electricals Limited, Jhansi

Department: Works Engineering And Services

Tender Enquiry No: WEX/TE/TW/22/17 Dated 10.12.2022



## TENDER DOCUMENT

For Tender Enquiry No. : WEX/TE/TW/22/17 Dtd. 16.11.2022

For

**"(Maintenance of Air-conditioners and Water coolers in BHEL-Jhansi factory and township  
(Work Contract)"**

Contact Person:

Name: Sandeep Singh  
Designation: Sr. Engr (WEX)  
Email: singh\_sandeep@bhel.in  
PH: 0510-2412359

Tender Due Date: 30.12.2022, at 13:15 Hrs  
Tender Opening Date : 30.12.2022, at 14:00 Hrs

Rev ..... Date: ....	Short details of revision (In case of revision in tender document, otherwise NA)
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**Department:  
Works Engineering And Services  
BHEL, PO: BHEL, JHANSI 284120 (UP)**

1

We hereby accepted above (signature & seal of bidder)

Seal & Signature of BHEL contracting authority



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## DETAILS OF TENDER DOCUMENT

**Nature of work: Maintenance of Air-conditioners and Water coolers in BHEL-Jhansi factory and township (Work Contract)**

1. BHEL -JHANSI is in the process of finalizing the Works Contract for **Maintenance of Air-conditioners and Water coolers in BHEL-Jhansi factory and township (Work Contract)**
2. The tender document has been detailed as follows:
  - a) Notice Inviting Tender (Annexure A)
  - b) Scope of work & Work Specifications (Annexure B)
  - c) Qualifying Requirements (Annexure C)
  - d) Special Terms and Conditions (Annexure D)
  - e) Technical Bid Application (Annexure E)
  - f) General Terms and Conditions
  - g) Blank Price Bid format (Annexure F(a))
  - h) Price Bid format (Annexure F(b))
  - i) Document referred in GTC (Annexure I- XIII)

The duly filled in Technical and Price / Rate bids (Annexure E and F (a&b)) separately along with the instructions to the tenders, General Terms and Conditions with the signature of the tender on all the pages and complete in all respects super scribed as "**Quotation for Tender No. WEX/TE/TW/22/17 Dated 16.11.2022**" should reach us in a sealed cover on or before **06.12.2022 (13.15 hours)** through Registered / Speed post or the same may be dropped in the tender box available at the following address: (**refer GTC ii(c)**).

To  
Tender Box  
CISF Control Room/Office  
Administrative Building  
Bharat Heavy Electricals Limited  
Jhansi-284120. UP

Note: 1) Dropping of tender in the Tender Box within schedule time and date is the responsibility of the bidder.  
2) Technical bid and price bid should be submitted in separate sealed envelopes, in case the bids founds in one single envelope then the "bids" are liable to be rejected.

Tender Documents

TENDER ENQUIRY NO: WEX/TE/TW/22/17

DATE: 16.11.2022

CONTENTS

Sl. No.	Description	Annexure No	Page no
01	Details Of Tender	-	2
02	Notice Inviting Tender	A	4
03	Work Specifications/ Scope of Work	B	5-6
04	Qualifying Requirements	C	7-8
05	Special Terms and Conditions	D	9
06	Technical Bid	E	10-11
07	General Terms and Conditions	JHS	12-26
08	Blank Price Bid Format	F (a)	27
09	Price Bid Format	F (b)	28
10	Document referred in GTC	I-XI	29-46



# Bharat Heavy Electricals Limited, Jhansi

Department: Works Engineering And Services

Tender Enquiry No: WEX/TE/TW/22/17 Dated 10.12.2022

Annexure A

## NOTICE FOR INVITING TENDER

S. No	Particulars	Details
1	Brief Description of work	<b>Maintenance of Air-conditioners and Water coolers in BHEL-Jhansi factory and township (Work Contract)</b>
2	Tender Evaluation Criteria	As per GTC point (iv)
3	Duration of Contract	One Year
4	Last date of receipt of the Tender	Upto 13:15 hrs on 30.12.2022
5	Date of opening of Techno – Commercial Bid.	14:00 hrs on 30.12.2022
6	Address for submitting the Tender	As per GTC point ii(c)
7	Earnest Money Deposit * (EMD)	Rs 8960.00
8	Cost of Tender	NIL
9	MSME Clause	As per GTC point (iii)
9	Validity of Offer	90 Days
10	Security Deposit	As per GTC point (ix)

**Note: \***

- The EMD shall be accepted only in the following forms:

**Electronic Fund Transfer credited in BHEL account (before tender opening)**

**BHEL account details: Bank Name:- SBI; A/c No. :- 10670828866 ; IFSC Code:- SBIN0003807 A/c Holder Name:- BHARAT HEAVY ELECTRICALS LIMITED**

- The contractors may physically visit the work place before quoting their rates. For relevant details please visit our website "[www.bhel.com](http://www.bhel.com)" & [www.bheljhs.co.in](http://www.bheljhs.co.in)



# Bharat Heavy Electricals Limited, Jhansi

Department: Works Engineering And Services

Tender Enquiry No: WEX/TE/TW/22/17 Dated 10.12.2022

**Annexure B**

## **WORK SPECIFICATION**

### **(A) DETAILS OF WORK**

Sl. No.	Description Of Work	Unit	Quantity
1.	Maint. Of Air-conditioner & Water-cooler		
1.1	Major breakdown of A/c & Water-coolers	No	85
1.2	Medium breakdown of A/c & W/c	No	153
1.3	Minor breakdown of A/c & W/c	No	236
2	Pre. Maint. of Air-conditioner & Water-cooler		
2.1	Yearly Pre. Maint of A/c & W/c	No	267
2.2	Regular cleaning of tank and filters for aprox 200 A/c & W/c per month(For 06 months).	No	1200
3	Shifting of A/c & W/c	No	406
4	Maintenance of panel A/c and chillers (upto capacity 25 ton) of machines.	No	20
5	Installation of Air-conditioners & Water-coolers	No	23

### **(B) SCOPE OF WORK**

#### **(1) Maintenance of Air Conditioners and Water Coolers :**

1.1 The scope of work includes attending breakdowns (major, medium, minor) of all type of Air Conditioners, Deep Freezers, Fridges and Water Coolers installed in BHEL-Jhansi Factory and Township premises.

#### **(2) Preventive maintenance of Air Conditioners and Water Coolers :**

2.1 The scope of work includes attending breakdowns of all type of Air Conditioners, Deep Freezers, Fridges and Water Coolers installed in BHEL-Jhansi Factory and Township premises. This is one time activity for the total contract period.

2.2 Cleaning of Water Tanks, Filters of Air Conditioners, Deep Freezers, Fridges and Water Coolers installed in BHEL-Jhansi Factory and Township premises.

#### **(3) Shifting of equipments :**

3.1 During the period of contract the Air Conditioners and Water Coolers (approx 406 nos.) may be required to be shifted from one location to other within BHEL-Jhansi Factory and Township premises as and when required



# Bharat Heavy Electricals Limited, Jhansi

Department: Works Engineering And Services

Tender Enquiry No: WEX/TE/TW/22/17 Dated 10.12.2022

3.2 Contractor to make own arrangement for shifting the Air Conditioners and Water Coolers outside or inside the Factory. Mode of transportation may be provided by BHEL to party, if available.

- (4) Maintenance of all type of panel of Air Conditioners and Chillers installed in various machines in factory premises.
- (5) Installation of all types of Air Conditioners, Deep Freezers, Fridge and Water Coolers installed in Factory and Township premises.

**Annexure C**

**QUALIFYING REQUIREMENTS**

1) ) Average Financial Turnover:

1.1) Average Annual financial turnover from during the last 3 years, ending 31st March, 2022 should be at least Rs. 1.34 Lakh of the estimated cost. Duly audited Financial Statement/ Balance sheet / Certificate from CA to be submitted as a supporting document.

1.2) If all balance sheets are not available for all three years than the average shall be calculated by dividing the sum of turnover of submitted balance sheets by three.

1.3) Bidder not having statutory obligation to get financial statement audited as required in clause 1.1 then he must submit following documents as evidence for turnover:

OR

a. A certificate from CA duly vetting turnover.

OR

b. Audited balance sheet & profit and loss amount.

2. Experience of having successfully completed similar work (means **completed work/service contract for the work of maintenance of Air Conditioners and Water Coolers/ maintenance of plant/machine/electrical facilities**) during last 7 years from the previous month of floating of tender should be either of the following:-

a. Three similar completed works contracts during last 7 years from the previous month of floating of tender each costing not less than the amount equal to Rs. 1.79 Lakh.

Or

b. Two similar completed works contracts during last 7 years ending from the previous month of floating of tender each costing not less than the amount equal to Rs. 2.24 Lakh

Or

c. One similar completed work contracts during last 7 years ending from the previous month of floating of tender each Costing not less than the amount equal to Rs. 3.58 Lakh.

3. Copy of PO/WO & satisfactory completion report/performance certificate in company letter head of customer meeting the criteria at Sl No 2 above should be submitted along with the techno - commercial offer. The complete details of the customer contact person, name, address, e-mail and contact no. are also to be submitted.

4. In addition to the above if the experience is in Private Sector relevant TDS Certificate/Traces must be attached as evidence.

5. Copy of PAN card to be submitted.

6. Copy of GST registration to be submitted.



## ANNEXURE -D

### **SPECIAL TERMS & CONDITIONS**

#### **SCOPE OF CONTRACT WORK FACILITY**

- (a) **Requirement of Manpower** : Contractor is required to maintain sufficient experienced (technician and helper) staff to carry out the subject work during total contract period.
- (b) Before quoting bidder may visit the site to see equipment installation and quantum of work if required.
- (c) **Location of Air Conditioners and Water Coolers** : All are installed at various locations in BHEL Factory, Administrative Building, Guest House and Hospital and at various locations in BHEL Township.
- (d) **Idle hour of units** : All daily breakdowns will be attended by the contractor on the same day of breakdown and no pending breakdown will be allowed to be carried over next day without sufficient reasons and this should be brought to the notice of AC Maintenance Section In-Charge before closing of day. All the major breakdown will be reported by the contractor to the Section In-Charge and completed at the earliest.
- (e) **Facilities and Free Issues** :
  - (a) Water, electricity, compressed air, oxygen and acetylene welding facilities and welding/brazing rod will be provided by BHEL free of cost. However, no claims will be admissible if the above facilities are not provided due to any reason what so ever both within factory premises and outside.
  - (b) All required spares and consumable like refrigerant gas, electrical spares etc. shall be given by BHEL free of cost.



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## ANNEXURE -E

### **TECHNICAL BID APPLICATION FOR 'Maintenance of Air-conditioners and Water coolers in BHEL-Jhansi factory and township (Work Contract)**

#### **(A) ESSENTIAL DOCUMENTS REQUIRED**

1. Name of the firm : \_\_\_\_\_

2. Name of the Proprietor : \_\_\_\_\_

3. Address, e-MAIL and Contact Numbers :  
\_\_\_\_\_

4. ESI Code Number (of the company's operator) : \_\_\_\_\_

Copy of the ESI Certificate Enclosed / Not Enclosed

5. PAN/TAN Number : \_\_\_\_\_

6. Goods & Service Tax Number (PAN Based) : \_\_\_\_\_

Copy of Certificate Enclosed / Not Enclosed

7. Audited financial statement/CA Certificate as per tender: Enclosed / Not Enclosed

8. Experience Certificate: Enclosed / Not Enclosed

(Along with necessary enclosures as per tender to be submitted)

9. Earnest Money Deposit : Rs. \_\_\_\_\_

a) D.D. Number & Date : \_\_\_\_\_ Date \_\_\_\_\_

b) Drawn on (Bank) : \_\_\_\_\_

11. Any other relevant information : \_\_\_\_\_

12. Tender Cost : Rs. \_\_\_\_\_

D.D. No. /Receipt No : \_\_\_\_\_



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Tender Enquiry No: WEX/TE/TW/22/17 Dated 10.12.2022

13. Validity of offer : \_\_\_\_\_

(At least 120 days from the date of tender Opening.)

14. Blank Price bid format : Enclosed / Not Enclosed

15. PF registration certificate (if exempted, submit exemption proof)

PF registration code: \_\_\_\_\_

Attach Copy of the PF registration

16. ESI registration certificate: (if exempted submit exemption proof)

ESI registration code: \_\_\_\_\_

Attach Copy of ESI registration

## **(B) DESIRABLE:**

1. Income Tax return last 3 yrs. : Enclosed / Not Enclosed
2. Acceptance of Reverse Auction : Accepted / Not accepted

**We will fulfill all the obligations of the contractor and abide by the Terms & Conditions mentioned in the enquiry.**

Signature with Name & Office Seal

Date:

NOTE: TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPS. IN CASE THE BIDS ARE FOUND IN ONE SINGAL ENVELOPE THEN THE "BIDS" ARE LIABLE TO BE REJECTED.