<<ON THE LETTER HEAD OF TH COMPANY>>

Description	Party A	Party B
1. Description of the parties i.e you company name and your office details, contact person name, mobile no email, GST numbers, PAN no		
2. Relation of parties with each other (Dealer/ Partner/JV etc.)		
3. Reference of BHEL tender enquiry details	TGPBOS0051 DATED 04/01/2020	
4. Statement as to who is authorized to quote for tender and if succeeded subsequently in whose name Purchase order will be placed by BHEL. (either of them or any of them).	TO BE SUBMITTED AS PER ATTACHED FORMAT 1.	
5. Statement as to their liability of being ***"Joint and several"*** for the execution of the PO if placed in due course. 6. Statement as to in all case BHEL will be indemnified by both the parties for any acts/disputes arising amongst them for execution of the above stated PO if placed on parties.	TO BE SUBMITTED AS PER ATTACHED FORMAT 2.	
7. On awarding of PO, providing the detailed arrangements amongst themselves to execute the said PO mentioning ***"joint and several"*** obligations of the parties towards BHEL.	TO BE SUBMITTED AS PER ATTACHED FORMAT 3	
Please note that this should be provided in original to BHEL jointly signed by authorized representative of the respective parties	PLEASE SEND ALL THE FORMAT PRINTED ON THE LETTER HEAD SIGNED STAMPED BY AUTHORISED SIGNATORY AND UPLOAD ORIGINAL BY SPEED POST TO BHEL EDN	

FORMAT 1

. /////////Pl get letter from M/s……(OEM/TECHNOLOGY PARTNER) ON their letter head" //////////

Ref: Date:

To

BHARAT HEAVY ELETRICALS LIMITED
ELECTRONICS DIVISION,
MYSURU ROAD, BENGALURU-
560026.
INDIA.

Kind Attention: (Tender Officer Name) Mr.
Ref: <<<<RFQ no>>>>>
Subject: Autorisation letter for……..

We, M/s…… …….. here by inform BHEL that M/s. …… is the only authorized representative of M/s……. in India and we do not have any other authorized representative for our company in India. Also we hereby authorize M/s….., India to receive tender enquiries , submit quotation, participate in tendering process in BHEL –EDN-Bengaluru 560026 like technical and commercial negotiation, Reverse Auction on behalf of M/s……(OEM).

M/s…….. (OEM) will not quote directly to customers like BHEL in India. We honour all the commitments made by M/s……,India on behalf of M/s…….,(OEM) for all the tenders w.r.t technical and commercial terms finalised between BHEL and our authorized representative. M/s……..,(OEM) will supply material from ---------- based on the purchase order placed by BHEL and based on the commitment made by our authorized representative M/s. …….

We, M/s…….(OEM) will also stand guarantee for the system supplied by M/s……. for period of …….as per RFQ no……

(AUTHORISED SIGNATORY)

Date

place

//////on company letter head

FORMAT 2

LIABILITY

We _____(party A) and _____ (party B) warrants that we will indemnify and keep BHEL indemnified against their liability of being “Joint and several” for the execution of the PO if placed in due course for the tender TGPBOS0045 and all legal liabilities arising out of or in connection with the performance, or otherwise, of its obligations under this declaration

AUTHORISED SIGNATORY PARTY A AUTHORISED SIGNATORY PARTY B

Date

place

//////on company letter head

FORMAT 3

We _____ (party A) and _____ (party B) warrants that on awarding PO, we warrant to provide the detailed arrangements amongst ourselves to execute the said PO mentioning ***"joint and several"*** obligations of the parties towards BHEL.

AUTHORISED SIGNATORY PARTY A AUTHORISED SIGNATORY PARTY B

Date

place