TENDER DOCUMENT

For Tender Enquiry No. :**TRM/TW/715**

Date:01.12.17

For

"(SMALL CORE BUILDING)"

Contact Person:

Name: Satyendra Jaiswal

Designation: Sr. Engr. /TRM

Email: sjaiswal@bhel.in

Phone: 0510-2412430

Mob: 8004939835

Web: www.bhel.com, www.bheljhs.co.in

Tender Due Date: 29/12/2017 at 13:15 Hrs

Tender Opening Date: 29/12/2017 at 14:00 Hrs

Department: Non power transformer manufacturing

BHEL, PO: BHEL, Jhansi 284120 (UP)

Bharat Heavy Electricals Limited, Jhansi

Department: Non power transformer manufacturing

Tender Enquiry No: TRM/TW/715 Date: 01.12.17

DETAILS OF TENDER DOCUMENT

Nature of work: Small Core building

Tender Enquiry no.: TRMTW715

BHEL JHANSI is in the process of finalizing the Works Contract for _ SMALL CORE BUILDING.

The detailed content of tender document are as follows:

Sl. No.	Description	Annexure:	Page no
1	Details Of Tender	-	2
2	Notice Inviting Tender	A	3
3	Scope of Work & Work Specifications	B	4-5
4	Qualifying Requirements	C	6-7
5	Instructions to Tenderers	D	8-10
6	Tender Evaluation Criteria	E	11
7	Contractors obligations	F	12-14
8	Other General Terms & Conditions	G	15-31
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11	Price Bid and instructions	J	35-36
12	Rules for rounding off numbers	K	37
13	Partial completion work experience certificate	L	38

The duly filled in Technical and Price / Rate bids (Annexure: I and J, separately) along with the instructions to the tenders, Contractor's Obligations, 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. " TRMTW715" FOR SMALL CORE BUILDING should reach us in a sealed cover on or before as mentioned through Registered / Speed post or the same may be dropped in the tender box available at the following address:

To
Tender Box
CISF Control Room/Office
Administrative Building
Bharat Heavy Electricals Limited
Jhansi-284 120. 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.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Annexure A

NOTICE FOR INVITING TENDER
Tender Enquiry no: TRMTW715

S. No	Particulars	Details
1	Brief Description of work	**Small Core building**
2	Tender Evaluation Criteria	*(as per Annexure E)*
3	Duration of Contract	*ONE YEAR from the date of award of tender*
4	Last date of receipt of the Tender	*Upto 13:15 hrs On 29.12.2017*
5	Date of opening of Techno – Commercial Bid.	*14:00 hrs on 29.12.17*
6	Address for submitting the Tender	*(as on Page# 2)*
7	Earnest Money Deposit (EMD)*	*Rs. 14,150/-*
8	Cost of Tender	*Rs 200 +GST(18%) = Total Rs. 236* *(payable through* Electronic Fund Transfer credited in BHEL account. *BHEL account details: Bank Name:-* ***SBI****; A/c No. :-* ***10670828866*** *; IFSCode:-* ***SBIN0003807*** *A/c Holder Name:-* ***BHARAT HEAVY ELECTRICALS LIMITED*** or through **POS machine installed in Cash office of BHEL Jhansi.**
9	Validity of Offer	*90 Days*
10	Security Deposit	*The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.*

*EARNEST MONEY DEPOSIT

1. Modes of deposit:

The EMD may be accepted only in the following forms:

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

BHEL account details: Bank Name:- ***SBI****; A/c No. :-* ***10670828866*** *; IFSCode:-* ***SBIN0003807***

A/c Holder Name:- ***BHARAT HEAVY ELECTRICALS LIMITED***

Note: The contractors may physically visit the work place before quoting their rates. For relevant details please visit our website **"www.bhel.com" & "www.bheljhs.co.in"**

Annexure B

WORK SPECIFICATION

1) Scope of work:

The contractor shall be responsible for following specified work.

DETAILS OF WORK

Sl.no	Description of work	unit of measurement	quantum of work
(A)	(B)	(C)	(D)
1	Core building of ACEMU transformer	No.	112
2	Core building of Series reactor	No.	112
3	Core building of Tap choke	No.	112
4	Core building of Drop choke	No.	112
5	Core building of GOD	No.	150
6	Core building of SOD	No.	150
7	Core building of ESP transformer	No.	900
8	Core building of ACR transformer(1 no. consists of 2 half)	No.	900
9	Gross Total		2548

a) The required documents/ drawing can be seen at our works.
b) Contractor will collect all required material, drawings and information's from BHEL store/ shop/ office. Required space, tools, tackles, and facilities like material handling equipment's fixture and crane will be provided by BHEL subject to its availability in normal working conditions. Consumables like resin glass tape, araldite, varnish, paint cotton waste, etc. will be issued by BHEL as available, and these will be collected by contractor. Contractor will check for any defect in material and get it rectified/ replaced before starting work.
c) All the material, electricity, compressed air, consumable and tools available with BHEL shall be provided by BHEL free of cost.

d) The contractor has to complete the core assembly as per respective core assembly drawing. The core will be treated as complete only when all the compliance w.r.t corresponding drawing is fulfilled.
e) EOT crane shall be provided by BHEL free of cost, however the assistance in operation of the same i.e. crane operator and slinger, shall be the responsibility of contractor. However, in contingency in order to meet the job requirement, any additional resources if required shall be arrange by the contractor at their cost.
f) Inspection of various stages shall be done by contracting department and if any default/defect occurs, the same has to be rectified by contractor at free of cost.
g) Proper records of all the activities/inspection stages shall be maintained by the contractor and the same should be made available, as and when required by BHEL.
h) The house keeping of the work area and maintaining work discipline shall be the contactors' responsibility.

i) Contractor is advised to visit the work place to know the work content before submission of quotation.

1. **Repeat Order** – There may be provision of repeat order for a period of further one year provided that both BHEL and the contractor are mutually agreed. The repeat order shall strictly be on the same rates, terms and conditions of the original contract.

2. **LD Clause**- In case of delay in completion of allotted work, penalty of 0.5% per week or a part there of limited to maximum of 10% for the delayed work shall be levied.

3. **Duration of contract** – Based on the time to time performance of the contractor, if the same is under par than that required by BHEL, Then BHEL will have the right to terminate the contract after giving due information of the same to the contractor at least 2 weeks in advance.

4. For all technical operation only suitable skilled workers to be engaged.

5. - Supervisor in each shift must be deployed with suitable qualification for the supervision of allotted work.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Annexure C

QUALIFYING REQUIREMENTS

1. The bidder Should have independent ESI Code number & PF code number.
2. The bidder Should have PAN/TAN number.
3. The bidder Should have Pan Based Goods & Service Tax number.
4. The bidder Should have VAT/TIN No. if material is supplied/consumed.
5. Self-Declaration that he is not blacklisted/under hold from BHEL Jhansi or banned by any Unit/Region/Office of BHEL/ Any PSU.
6. Self-Declaration that he should not be guilty by a Court of Law in India for any offence involving fraud, dishonesty and moral turpitude.
7. Documentary proof in support of above eligibility criteria along with EMD shall be submitted along with Techno Commercial Bid at Annexure 'I'.
8. Blank Price Bid as per Annexure 'J'.
9. Financial Strength and Experience:

i) **Average Annual financial** turnover during the last 3 years, ending 31st March 2017, should be at least Rs. 2,12,220/-**.**

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

Duly audited Financial Statement/ Balance sheet / Certificate from CA to be submitted as a supporting document.

ii) **Experience** of having successfully completed similar works (Any service /works contract/works on labor basis) during last 7 years ending 30.11.17 should be either of the following: -

a. **Three similar completed works each costing not less than the amount equal to Rs.2,82,960/.**

Or

b. **Two similar completed works each costing not less than the amount equal to Rs.3,53,700/.**

Or

c. **One similar completed work, each costing not less than the amount equal to Rs.5,65,920/.**

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iii) In case of work experience in BHEL, partial completion of contract can also be considered for 9(ii)(a,b,c) of above. It is clarified that partial completion means that work equivalent to 75% of contract value should be completed of similar works during last 7 years ending 30.11.2017.

iv) For partial completion experience, relevant certificate issued by concerned BHEL must be submitted as per enclosed Performa (Annexure L). Documentary proof as per work contract guidelines to be attached.

10. Documentary proof (Execution Certificate & work order copy) for the experience to be submitted along with Technical Bid.
11. In case of experience in Private Sector relevant TDS Certificate must be attached as evidence.
12. The documents required for legal entities under whose name and style Contractor has participated in the tender are as follows:

(i) Partnership Firm: Partnership Deed registered at the office of Registrar of Firms.

(ii) Company: Certified copy of Memorandum of Association, Article of Association and Incorporation Certificate.

(iii) Society: Registration certificate issued by Registrar of societies.

(iv) Sole Proprietor-ship Firm: Undertaking on oath (Rs. 100 stamp paper) that Proprietor is solely responsible for all rights and liabilities while working under the name and style of Sole Proprietorship firm namely (_____).

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Annexure D

INSTRUCTIONS TO BIDDERS

(For Two-Part Bid System)

Above tender is in two Bid System (Techno Commercial Bid & Price Bid).

1. The tender is to be submitted in two parts separately viz

a) Techno Commercial bid and b) price/rate bid.

a. Techno-Commercial Bid-The Technical Bid Application (Annexure I and it enclosures (along with the Contractor's Obligations, General Terms & Conditions and copies of qualifying requirements) must be submitted in one sealed envelope superscripted with "Tender for (details of tender as mentioned in page 2 of tender documents) TECHNO-COMMERCIAL BID".

EMD/Cost of Tender Document or Documents required as per qualifying requirements must be enclosed.

b. Price Bid-The second envelope duly sealed should contain the price bid (Annexure-J,) only super scribed as "(Name of Work as mentioned in page 2 of tender document) PRICE BID".

Any other enclosures, which the bidder wishes to submit, must be enclosed with the Technical Bid only. The price bid envelope should contain the rates only. Offers not in line with the above procedure or quoted in any other format is liable to be rejected/bypassed.

2. Both the technical bid and price bid sealed envelopes must be again enclosed in a single envelope duly sealed and super scribed as "TENDER FOR TENDER NO (tender no as mentioned in page 2 of tender document) DUE DATE OF OPENING (date as mentioned in page 3 of tender documents). The same should be dropped in the tender box kept in the CISF gate of Administrative Building, BHEL, Khailar, Jhansi, within the specified date and time by the representative of the bidder. It shall be the responsibility of bidder that the bid is dropped in tender box before the due date and time. BHEL shall not take any responsibility if the bid is not dropped in the tender box before due time and date.

3. All bidders can witness the opening of the Technical Bid. After evaluation of the Technical Bid which may involve visit to the bidder's place by authorized officials, price bids of only those bidders who are technically found suitable will be opened on a subsequent date which will be informed in advance to the concerned whose technical bid has been accepted, for witnessing the price bid opening.

4. All entries in the tender document should be in one ink. Correction/ over writing/ cuttings, etc. will not be Permitted. All the columns in the tender form should be filled without leaving blank in any page of the tender and all the pages must be duly signed & stamped by the bidders before submission. Non confirming to above may be liable for rejection of bid.

5. Price quoted in Price Bid shall be inclusive of all taxes & duties, all statutory requirements/ liabilities like PF/ESI/Bonus/Min. wages etc. However, GST shall be payable extra as applicable. The price / rate should be quoted in figures as well as in words. In case of discrepancy in figures and/ or words the decision shall be as per guidelines as referred in sub Annexure 'V' of Annexure 'G'.

6.The quoted / accepted rate has to be kept firm for the entire contractual period including total extended period if any and no claim for revision of rates is allowed under any circumstances.

7. The contract will commence on the date as applicable against the contract and shall be valid as per the validity period of the contract. The contract can be extended further on mutual agreement on same terms, conditions and rates.

8. REVERSE AUCTION

BHEL reserves the right to go for Reverse Auction (RA) (Guidelines as available on www.bhel.com) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. Bidders to give their acceptance with the offer for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit 'Process compliance form' (to the designated service provider) as well as 'Online sealed bid' in the Reverse Auction. Non-submission of 'Process compliance form' or 'Online sealed bid' by the agreed bidder(s) will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com).

The bidders have to necessarily submit online sealed bid less than or equal to their envelope sealed price bid already submitted to BHEL along with the offer. The envelope sealed price bid of successful L1 bidder in RA, if conducted, shall also be opened after RA and the order will be placed on lower of the two bids (RA closing price & envelope sealed price) thus obtained. The bidder having submitted this offer specifically agrees to this condition and undertakes to execute the contract on thus awarded rates.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid for any item(s), the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit, it will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/ contractors (as available on www.bhel.com)." As a reminder to the bidders, system will flash following message (in RED Color) during the course of 'online sealed bid':

"Bidders to submit online sealed bid less than or equal to their envelope sealed bid already submitted to BHEL"

9.All the terms and conditions of the contract with respect to Taxes and Duties are subject to the new taxation laws introduced from time to time (eg. GST). The terms and conditions will be modified in accordance with the provisions of new laws (eg. GST).

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Annexure E

TENDER EVALUATION CRITERIA

1. The evaluation of the Tender will be carried out as follows:

2. BHEL officials may visit the bidders' office & their client's place to evaluate the capability and assess the performance.

3. Capability of the Contractor will be assessed on the basis of employees including supervisors on their rolls, machinery, equipments in its possession, previous track record, experience in other organizations, etc.

4. Price Bids will be opened or participation in Reverse auction will be allowed to only Techno-Commercially accepted bidders.

5. The contractor shall be awarded the work on overall L-1 basis if otherwise not specified in the tender document.

6. In case of a tie between two or more lowest bidders, snap bid shall be called with discount on the offered rates. If snap bid is not feasible then the L1 shall be decided with lottery system. In case of discrepancy in words and figures offered in price bid the decision shall be taken based on sub annexure 'V' of Annexure 'G'.

7. In case where bidders have submitted 'NIL' charges/amount over and above the minimum wages as per the standard document, the bid shall be termed unresponsive will not be considered (in terms of provisions of Ministry of Finance, Dept of Expenditure No 29(1)/2014-PPD dated 29/1/2014)

Annexure F

CONTRACTOR'S OBLIGATIONS

A) CONTRACTUAL

Towards selection, control and supervision of employees

1) Contractor shall decide the number of employees to be deployed for execution of the work awarded to him and he or his authorized representative will be solely entitled to instruct such workers about the manner of carrying out the work as per the prescribed specifications and quality plan.
2) Contractor shall supervise the work allotted to him and to be carried out by his employees.
3) Contractor will ensure that the job is executed through his employees on his rolls and under no circumstances the contractor will deploy any casual employee to carry out the job nor shall sub-contract the job without prior written permission.

3.1) Aadhaar card is mandatory for contract labours for making of their gate pass for entry in BHEL premises.

3.2) Supervisors of contracting firms who sign on behalf of contractors must have Power of Attorney to the same effect.

3.3) Contractor are advised that contract labours must be employed without any discrimination on caste or creed basis

4) **Age of workers:** The contractor shall not employ any person who has not completed his 18 years. Also age of worker deployed should not exceed 60 years.
5) Contractor to ensure that the employees deployed in the premises of BHEL are physically and mentally fit and do not have any criminal record. Such employees should possess requisite skill, proficiency, qualification, experience etc. acceptable to concerned department.
6) **Discipline:** The Contractor shall be responsible for the discipline of his own employees deployed under the contract. In case of any loss to the BHEL Jhansi on account of indiscipline of employee then such loss shall be assessed and recovered from the running bills of the contractor or from the security deposit.
7) The contractor, on advice of authorized BHEL official, shall immediately remove any person employed by him, who may in the opinion of such authorized BHEL official is involved in misconduct. Such person shall not be re-employed by the contractor without prior permission.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

8) Contractor will keep watch on his employees and he will be liable for any pilferage / loss to BHEL due to acts of omission and commission by his employees. Similarly, liability for any compensation to outsiders on account of any act of omission and commission by the employees deployed by the contractor shall lie exclusively with him.

9) Contractor to ensure compliance of the instructions contained in safety guidelines issued (issued by Health, Safety, and the Environment (HSE) Department (of BHEL, Jhansi), and uploaded on BHEL Jhansi website. The contractor has to ensure that all precautions are taken for safety of his employees and equipment.

10) **Record Keeping:** Contractor to maintain appropriate records of his employees deployed to carry out the job(s). Contractor shall maintain neatly written, complete and legible registers, records, reports and returns for inspection by various authorities at short notice.

11) **Uniform:** The contractor shall be responsible to provide uniform and safety gears such as shoes, helmet and PPE to his workers. The uniform should be dark blue trousers and light blue shirt for males and dark blue trousers/*salwar* and light blue *kurta/ kameez*/top for female.

The uniform should have logo of the contactor's firm/ company which shall be affixed by the contract labor on the left side of his pocket. The uniform shall be kept in neat, tidy and wearable condition.

The stitching and logo charges should be borne by the contractor.

Contractor shall ensure that the employees are in neat and tidy uniform and safety gear on duty.

Penalty of 5% of monthly bill may be imposed if the workers are not found in prescribed uniform and safety gears.

12) **Bus Pass :** Contractor may apply for providing bus pass facility to his workmen. BHEL will consider such applications based on merits and availability of seats. Contractor would be responsible for depositing bus pass charges and penalties (if applied) of his/her workmen/staff etc. BHEL would have the right to deduct/recover the same in case of default by the contractor/supplier.

13) In the event of termination of contract for any reason whatsoever, the contractor shall withdraw all his employees from the establishment of BHEL. In case contractor decides to terminate services of his employees, he should settle all terminal dues required.

14) Tools, tackles & materials: Contractor shall provide all tools & tackles to his employees for carrying out the work as per contract. The required material shall be provided by BHEL to the contractor. BHEL shall provide tools to the contractor on his request depending upon the availability of tools in tool store.

15) Contractor shall indemnify BHEL against all the losses make due to workmanship error.

B) **Towards statutory liability**

1. As mentioned in the terms and conditions enclosed as Annexure 'G' of this contract.
2. Contractor shall indemnify BHEL against all claims by statutory authorities and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.
3. The changes in the statutory liabilities as and when done by respective government/ agency shall be applicable to the contract labours deployed under the contract.

C) Towards Finance

Contractor to arrange his own finance for carrying out the job including supply of tools, tackles and equipments, if required, to his employees, materials, payment of wages to his employees etc. Rates to be as per price bid.

Annexure G

GENERAL TERMS & CONDITIONS FOR CONTRACTORS FOR DEPLOYMENT OF WORKERS UNDER WORKS CONTRACT.

1. EARNEST MONEY DEPOSIT & SECURITY DEPOSIT

Earnest Money Deposit and Security Deposit will be as per the tender documents:

1.1 Earnest Money Deposit (EMD): EMD is to be paid by tenderers for securing fulfilment of any obligations in terms of the NIT.

1.1.2 Modes of deposit:

The EMD may be accepted only in the following forms:

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

BHEL account details: Bank Name:- ***SBI****; A/c No. :-* ***10670828866*** *; IFSCode:-* ***SBIN0003807***

A/c Holder Name:- ***BHARAT HEAVY ELECTRICALS LIMITED***

1.1.2 Forfeiture of EMD

EMD by the Tenderer will be forfeited as per NIT conditions, if:

i) After opening the tender and within the offer validity period, the tenderer revokes his tender or makes any modification in his tender which is not acceptable to BHEL.

ii) The Contractor fails to deposit the required Security deposit or commence the work within the period as per LOI/ Contract.

EMD by the tenderer shall be withheld in case any action on the tenderer is envisaged under the provisions of extant "Guidelines on Suspension of business dealings with suppliers/ contractors" and forfeited/ released based on the action as determined under these guidelines.

1.1.3 EMD given by all unsuccessful tenderers shall be refunded normally within fifteen days of award of work. In case of expiry of offer validity period or any other circumstances, EMD can be released with the approval of Head of Contracting deptt., not below the rank of AGM.

1.1.4 EMD shall not carry any interest.

1.1.5 EMD of successful tenderer will be retained as part of Security Deposit.

2. Security Deposit

Security Deposit means the security provided by the Contractor towards fulfilment of any obligations in terms of the provisions of the contract

2.1 The total amount of Security Deposit will be 5% of the contract value. EMD of the successful tenderer shall be converted and adjusted towards the required amount of Security Deposit.

2.2 Mode of Deposit

The balance amount to make up the required Security Deposit of 5% of the contract value may be accepted in the following forms:
i) Cash (as permissible under the extant Income Tax Act)
ii) Local cheques of Scheduled Banks (subject to realization)/ Pay Order/ Demand Draft/ Electronic Fund Transfer in favour of BHEL
iii) Bank Guarantee from Scheduled Banks/ Public Financial Institutions as defined in the Companies Act. The Bank Guarantee format should have the approval of BHEL
iv) Fixed Deposit Receipt issued by Scheduled Banks/ Public Financial Institutions as defined in the Companies Act (FDR should be in the name of the Contractor, a/c BHEL)
v) Securities available from Indian Post offices such as National Savings Certificates, Kisan Vikas Patras etc. (held in the name of Contractor furnishing the security and duly endorsed/ hypothecated/ pledged, as applicable, in favour of BHEL)

(Note: BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith)

2.3 Collection of Security

At least 50% of the required Security Deposit, including the EMD, should be collected before start of the work. Balance of the Security Deposit can be collected by deducting 10% of the gross amount progressively from each of the running bills of the Contractor till the total amount of the required Security Deposit is collected.
If the value of work done at any time exceeds the contract value, the amount of Security Deposit shall be correspondingly enhanced and the additional Security Deposit shall be immediately deposited by the Contractor or recovered from payment/s due to the Contractor.

The recoveries made from running bills (cash deduction towards balance SD amount) can be released against submission of equivalent Bank Guarantee in acceptable form, but only once, before completion of work, with the approval of the authority competent to award the work.

2.5 Security Deposit shall be released to the Contractor upon fulfilment of contractual obligations as per terms of the contract and on submission of no objection certificate.
5.6 The Security Deposit shall not carry any interest.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

3. Stamp Duty:

Stamp duty applicable in Uttar Pradesh as per Indian stamp act 1899 is as follows.

SLNO	Performance security deposit	Stamp duty applicable
1	Pay order, demand draft , local cheque of schedule banks	Rs. 125/- per Rs. 1000
2	Securities available from post offices such as NSC, kisan vikas patra ect and fixed deposit receipt (FDR) issued by scheduled banks /public financial institutions.	Rs. 70/- per Rs. 1000
3	Bank guarantee from scheduled banks/public financial institutions	Rs. 5/- per Rs. 1000 limited to Rs 10,000/-

4. LABOUR LICENCE AND OTHER REQUIREMENTS: -

(a) Labor License

i) Contractor shall within 15 days of commencement/completion of work-order submit Form VI-A to RLC office. The first & final bill shall be processed only on clearance regarding submission of Form VI-A by contractor.

ii) Contractor shall apply for Form V to BHEL for obtaining labour license (if the number of workers deployed is more than 19) from appropriate government (as on date Central Government) and submit the same within one month from the date of award of the contract. Contractor shall possess separate valid Labour license from appropriate government for each contract in line with CL(R&A) Act before deploying their employees.

iii) In case the number of employee desired to be deployed by the contractor against the contract during execution exceeds the number of employees allowed in the license then the contractor shall obtain prior amended valid labour license for the contract for the requisite number of employees.

iv) The contractor cannot deploy the contract worker without obtaining requisite Labour licence from the Appropriate Government (Central Govt.) authority. Till then the contractor shall be allowed to deploy maximum 19 workers or the numbers required whichever is less.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

(b) Personal Accident Insurance Policy

i) Contractor shall buy Personal Accident Insurance (24x7) policy for all of his employees deployed under the contract before the start of work. No employee should enter the BHEL factory premises or working area without insurance cover as stated below..

ii) The policy should cover the accidental death of workers for 24 Hrs for all the seven days of week.

iii) The policy should be purchased from Govt. undertaking company.

iv) The coverage shall be of Rs. 5 lakhs per individual. The sum assured (Rs. 5 lakhs) shall become payable to the nominee/legal heir in the event of death due to accident of insured person.

v) In the event of death of any contract worker deployed by the contractor without proper insurance cover, the contractor shall be liable to pay Rs. 5 lakhs to the nominee/ legal heir of such deceased contract worker.

5.**APPOINTMENT AND ENTRY IN FACTORY PREMISES** :

(a)) The contractor shall submit the following to HR, contracting department and CISF :

I. The details of the worker proposed to be deployed.

II. Character certificate issued by District Magistrate's Office or Proof of remittance of fees for character certificate at District Magistrate's Office. Further he should submit the character certificate within 60 days failing which he will be discontinued.

(iii) Copy of employment card issued by contractor to his own worker as sub Annexure II of Annexure'G'.

b) After submission of documents the contractor shall issue photo identity card to the employee and submit to HR department. This identity card shall be forwarded by HR department to CISF, which shall then authorize the employee to enter the factory premises initially for a period of one month.

c) The photo identity card shall have to be revalidated every month on last working day of the month or any other date fixed to do so. In absence of such revalidation, duly forwarded by HR department, CISF shall not allow any employee to enter the premises of BHEL Jhansi.

d) The contractor shall maintain a register of persons employed by him in the format prescribed under Rule 75 of Contract Labour (R&A) Central Rules. A copy of this format is annexed as sub ***annexure III of Annexure 'G'.***

e) The entry of contractor's workers in factory premise shall be through biometric/smart cards. The contractor shall ensure issuance of biometric/smart card through time office section of BHEL Jhansi. After the conclusion of works contract, the contractor shall collect these biometric cards from his workers and submit the same to Time Office section through contracting department. In event of any contract worker leaving the services before completion of the contract, the contractor shall ensure return of biometric card to BHEL Jhansi. In case of non-return of biometric card, Rs. 200/-(Rupees two hundred only) per card shall be deducted from the security deposit of the contractor.

6.**ATTENDANCE AND PAYMENT OF WAGES**

a) Contractor should maintain attendance register by recording daily attendance duly signed by both contractor and contract worker in form 16 of muster roll.

b) Statement of Wages of labours deployed by him in form 17 under the Service contract, PF/ESI no., statutory deductions etc., in the format as in Annexure IV annexed to these terms and conditions to be maintained (Form XVII of Contract Labour (R&A) Rules)

c) The contractor shall pay minimum wages as applicable of the Appropriate Government, and in addition to minimum wages Rs.123.08, 142.31 & 157.69 per day for USW, SSW & SW respectively shall also paid to the employees as per their skill category.

d) The contractor shall issue pay slips to his workers, for the month deployed for undertaking activities under the contract, at least a day prior to disbursement of wages.

e) The contractor shall make payment to his own employees/ Before the expiry of the 7th day after the last day of the wage period .It is mandatory to pay the wages to workers through bank account for better control and smooth disbursement of wages. The payment of wages to the employees shall not be subject to payment against the bills by BHEL.

f) If the payment could not be transferred to the workers bank account due to certain reasons, the contractor shall make payment of wages to his workers after taking prior approval of contacting department on due date in presence of an authorized representative of contracting department, The authorized representative shall retain a copy of wage payment sheet with him.

g) The contractor shall remit the cheques favoring RPFC and ESI Kanpur with the appropriate banks with such period as stipulated under relevant provisions. Last date for remittance of PF is 15th and that in case of ESI is 21st of each month

h) In cases where the payment to the contractor is due only after completion of work and the payment is not made monthly then the contractor shall have to produce documents as enumerated in respect of all workers deployed by him against the contract, for each month separately, along with final bills.

7.**Payment of bills**

The payment of bills shall be done as per contract on completion of work/stage and duly certified by agency as defined in contract.

The contractor's bills should be accompanied with the following.

a) Copy of Measurement Book entries/Statement of work done by the Contractor
b) Statement of Minimum Wages of employees deployed by him under the contract, PF/ESI no., statutory deductions etc., in the format as in Annexure IV annexed to the terms and conditions. (Form XVII of Contract Labour (R&A) Rules)
c) PF and ESI challans for previous month- separate for concerned contract. Print of online challan along with ECR/ Contribution History of contributing contract workers for PF/ESI duly certified by the contractor.
d) Wage payment sheet for the bill period as per annexure IV.
e) Copy of Form-5 and Form-10 (PF monthly returns) submitted by contractor to RPFC for billing month.
f) Copy of Form 12A-regarding PF remittance
g) List of CL covered under accident insurance policy
h) Statement of material supplied by the contractor if any
i) Copy of Labour License if increase in no. of employees deployed against Work Order if applicable.
j) Copy of Challan of previous GST paid
k) Proof of Personal Accident Insurance Policy along with bill

The executing department shall pass the bills of the contractor, after thorough checking, along with requisite documents the bill in original and GST Challan & documents as above forward them to Finance through HR department.

After checking the Labour Laws compliances with respect to the concerned contract, HR department after retaining copies of PF and ESI Challans and wage payment sheet pertaining to the relevant months, annexure IV etc., will forward the bill along with requisite documents (the bill in original and GST Challan) to finance department. Finance department shall on satisfactory compliances of

stamp duty charges, GST and security deposit amount, make payment as per contract.

Finance department shall, on satisfactory compliance, and after deduction on account of Security deposit amount and TDS will make payment to the contractor.

8.0 Provident Fund

a. The contractor should get independent EPF code before deployment of his contract worker against work contract.

b. The Contractor should allot PF account number and get the nomination form, duly filled in, from each worker deployed by him at the time of joining. Each worker must have his/her Provident Fund KYC completed and his respective UAN must have been allocated.

c. In case the worker already has PF/pension account number, allotted to him, previously, then the contractor shall get the transfer form filled up at the time of joining and send to the office of concerned Regional Provident Fund Commissioner.

d. After termination of contract the contractor shall provide due assistance to the employee for withdrawal of PF/pension amount, when due.

e. The Contractor shall liaison with the PF officials to get the annual PF slips and distribute amongst his own workers. Security deposit shall be released only after submission of PF slips of workers.

8.1 PF CONTRIBUTION :

Employee's Contribution	**Employer's Contribution**	
12% of Normal wages paid	PF Contribution	3.67%
As applicable by respective Govt/ Agency. (Current statutory wage ceiling - Rs.15000/- month on Employee's/ Employers Contribution).	Insp/ Admn Charges	0.65%
	(subject to minimum Rs. 500/- per challan)	
	Admn/ Insp Charges	0.50%
	Pension Fund	8.33%
	EDLI Charges	0.01%
	(subject to minimum Rs. 200/- per challan)	
	Total	**13.16%**

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

8.2 The Contractor shall submit annual returns in Form-6A and Form 3A, prescribed under statutory EPF scheme, 1952, in respect of each worker deployed by him with a copy to HR.

9. Employees State Insurance

a) The Contractor should allot ESI account number and get the nomination form, duly filled in, from each employee deployed by him at the time of joining.

b) At the time of joining the contractor shall get the self/family registration form filled by the workers and submit to the local ESI office.

c) The contractor shall facilitate collection of issued ESI cards by his worker.

d) As applicable by Government/ respective agency (existing wage limit for coverage under the Act is Rs. 15,000/- per month w.e.f. 01/05/2010).

9.1 ESI CONTRIBUTION:-

Employee's Contribution	Employer Contribution
1.75% of gross wages	4.75% of gross wages

9.2 The Contractor shall submit annual returns in Form-6 prescribed under ESI Act, deployed by him with a copy to HR and finance department

9.3 The Contractor shall produce the following Registers and forms as per Contract Labour (R & A) Rules 1971 for verification by the Executing Officer of the company :-

a) Form XIII - Register of Workmen employed by contractor (Rule 75)
b) Form XIV - Employment Card issued by contractor (Rule 76)
c) Form XVI - Muster Roll 78(1) (a) (i)
d) Form XVII - Register of Wages (Rule 78 (1) (a) (i)
e) Form XVIII - Register of wages-cum Muster Roll (in case of weeklyPayment)
f) Form XIX - Wage Slip (Rule 78)(1) (b)
g) Form XX - Register of deduction for damages of loss (Rule (78)(1) (a) (ii)
h) Form XXI - Register of fines (Rule 78) (1) (a) (ii)
i) Form XXII - Register of advance (Rule 78) (1) (a) (ii)
j) Form XXIII - Register of overtime (Rule 78) (1) (a) (iii)
k) Form XXIV - Return to be sent by the contractor to licensing officer (Rule 82)
l) Form XII – Register of Adult Workers
m) Form XIV – Leave with wage register
n) Form XV – Leave book

9.4 Contractor shall fully abide by the provisions of various applicable labour Act/laws and all other enactments as applicable for such contracts.

10.0 Bonus

The contractor shall be liable to pay statutory bonus under payment of Bonus Act, 1965 and submit proof of disbursement along with received copy of Form-D to L.E.O Office.

11.0 LEAVE WITH WAGES TO THEIR EMPLOYEES :-

11.1 Guidelines as per factories Act 1948 & U P factories Rules 1950 should be strictly observed with regard to crediting / availing of leave of absence. Register as prescribed under the said rules should be maintained by the contractor.

11.2 The contractor will give three paid National Holidays to his employees.

12.0 INDEMNITY BOND/ COMPLIANCE OF LEGAL PROVISION

a. BHEL Jhansi shall not be liable for any compensation whatsoever in the case of accident / injury to the person employed by the contractor coming in the premises of BHEL Jhansi. Contractor shall pay all claims / compensation / damages / penalty / fine or any amount payable to the individual / authorities payable due to accident / injury to the person employed by the Contractor.

b. That BHEL-Jhansi will not, in any manner be responsible for any act, omission or commission of the workers engaged by contractor and no claim in this respect will lie against BHEL-Jhansi. If any such claim is made against BHEL-Jhansi by any worker or his heirs engaged/employed by the contractor, which BHEL-Jhansi is obliged to discharge by virtue of any statue or any provision of law and rules due to mere fact of the workers of the contractor working at BHEL- Jhansi premises or otherwise, the contractor will be liable to indemnify/reimburse BHEL-Jhansi all the money paid in addition to the expenses incurred by him. The contractor must indemnify and keep indemnified BHEL- Jhansi against all losses and claims for injuries or damage to any person or property whatsoever which may arise of or in course of the operation of the contract and against all claims, demands, proceedings, damages, cost, charges and expenses whatsoever in respect of contingencies depicted herein shall be deemed as expected risk.

c. The Contractor has to make an agreement with BHEL in the format prescribed only on Rs. 100/- Non-Judicial Stamp Paper.

13.0 OTHER GENERAL TERMS AND CONDITIONS :-

Legal compliance

a) The contractor will comply with all the provisions regarding licensing, welfare and health, procedures, maintenance of various records and registers etc., as provided under the contract Labour (Regulation & abolition) Act 1970, rules amendments, orders, notifications there under issued by the Appropriate Government from time to time. For non-compliance of any provisions, statutory compliance under law, the contractor shall be responsible for penalties levied by the appropriate authority under the Act. The contractor shall also be liable to comply with all other Labour and Industrial Laws and such other acts and Statues (including Factories Act, Payment of Bonus Act, minimum wages Act, etc.,). Depositing of ESI, PF contribution as applicable is the responsibility of the contractor. For any default in compliance, the contractor shall be held responsible.

b) The work shall be supervised by the contractor or through the authorized representatives on day to day basis.

c) The Contractor shall compensate BHEL for any loss or damage to the plant/property, material of BHEL due to his workmen/representatives' negligence or otherwise during execution of work.

d) In the event of contractor abandoning the work or BHEL revoking the contract BHEL shall have a right to get incomplete work completed at contractor's risk and cost. BHEL shall have a right to terminate the contract at any time without assigning any reason thereof.

e) Security deposit will be released on submission of following certificates from departments mentioned as under: -

i) Completion of work and certification of payment of minimum wages to employees from contracting department.

ii) Certificate of compliance of labour laws from Contracting Deptt and verified by HR department.

iii) Certificate of payment of Bonus by Contracting Deptt and verified by HR Department.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

iv) No dues certificate from contractor regarding GST payment & any other dues liable to remitted by contractor under Financial Laws to Finance department.

v) In case of non satisfactory performance of the contract, BHEL shall have a right of forfeiting the security deposit. In case of any dispute decision of concerned Head of the Department will be final .

14.0 **Risk & Cost:** If the Contractor fails to perform/execute the work within time or fail to perform as per the specification prescribed in tender or acted in violation to prescribed terms and conditions, BHEL-Jhansi shall be entitled to terminate the Contract and take recourse to alternate source to get the work done at the risk and cost of the Contractor. In such case Contractor shall indemnify the loss to BHEL. BHEL shall be entitled to recover the difference in cost, if any incurred by BHEL due to getting the work done from alternate source. However, in such case Contractor shall not be entitled for any gain.

15.0 SETTLEMENT OF DISPUTE/JURISDICTION/ARBITRATION ETC. :-

BHEL Reserve the following rights to evaluate the bid as per BHEL policy and Govt. guidelines including CVC / Vigilance guidelines by the tender committee duly constituted by BHEL Management. In case of disputes arises, if any the decision of BHEL, Jhansi Management or a committee duly approved by competent authority shall be final and binding to bidder.

16.0 CONFIDENTIALITY

The parties agree & acknowledge that in the course of their discussions and interaction, BHEL may disclose information of confidential proprietary nature relating to its business, products, know-how, technology, customers, employees and financial to the contractor. Such information shall be considered as confidential. The contract agrees to keep it confidential & secret at all times and not directly or indirectly disclose to any party other than its employees and authorised personnel's strictly on a need know basis, without the prior written permission of BHEL.

17.0 TERMINATION

BHEL reserves the right to terminate contract awarded for any contravention of statutory provision or any other reasons without assigning any explanation or notice to the contractor.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

18.0 SUSPENSION

BHEL reserves the right to suspend performance of any or all of its obligations under the contract. Such notice shall specify the obligation of which performance is to be suspended, the effective date of the suspension and the reasons therefore. The Contractor shall thereupon suspend performance of such obligations until ordered in writing to resume such performance by the same authority that ordered for suspension.

19.0 JURISDICTION

Any matter of dispute arising out of or in connection with this contract shall be under jurisdiction of Jhansi Court only.

20.0 ARBITRATION:-

All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with Arbitration and conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the unit (BHEL Jhansi).

The award of the arbitrator shall be final and binding on both the parties. The venue of the Arbitration shall be at Jhansi in India. The Award to be given by the Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Jhansi court.

Sub-Annexure: I

गेट पास आवेदन

(ठेकेदार के संविदा श्रमिकों हेतु)

१. ठेकेदार का नाम .....
२. कार्य का स्वरुप .....
३. कार्य आदेश सं./दिनांक .....
४. कार्य आदेश अवधि .....
५. **कार्य स्थल (विभाग एवं कोड)** [ ] एवं [ ][ ][ ][ ][ ]
६. गेट का नाम जिससे प्रवेश/वर्हिगन होगा .....
७. कर्मचारी की डयूटी का समय .....

संविदा श्रमिक का व्यक्तिगत विवरण

(एक से अधिक संविदा श्रमिको के आवेदन हेतु अलग से सूची संलग्न करें)

संविदा श्रमिक का नाम.....जन्म तिथि/आयु.....

पिता का नाम.....पहचान चिन्ह.....

स्थाई पता.....वर्तमान पता.....

.....

शैक्षिक योग्यता.....

तकनीकी योग्यता.....

आधार न0.....मोबाइल न0.....

भविष्य निधि खाता संख्या [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

कर्मचारी रा.बी. निगम खाता संख्या [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

संविदा श्रमिक का हस्ताक्षर युक्त फोटो ठेकेदार द्वारा सत्यापित)

(संविदा श्रमिक के हस्ताक्षर/दिनांक)

कारखाना प्रबन्धक/शॉप प्रभारी के हस्ताक्षर
(दिनांक एवं मोहर सहित)

ठेकेदार या उसके सुपरवाइजर के हस्ताक्षर
(दिनांक एवं मोहर सहित)

आबंटित गेअ पास सं०.....दिनांक.....हस्ताक्षर आबंटनकर्ता.....

विभागाध्यक्ष-मा.सं./सं.श्र.प्र. प्रभारी के हस्ताक्षर
(दिनांक एवं मोहर सहित)

के० ओ० सु० ब० द्वारा भरने के लिए

पासों के विचाराधीन रहने तक.....से.....तक श्री.....
नियोजक.....को कारखाने में प्रवेश हेतु अनुमति दी जाती है।
पास संख्या.....जारी होने की तिथि से दिनांक.....तक ही वैद्य होगी तथा प्रत्येक माह/तीन दिन के पश्चात् २५ तारीख को_के० ओ० सु० बल द्वारा नवीनीकृत किया जायेगा।

हस्ताक्षर उप कमान्डेन्ट के० ओ० सु० ब० इकाई
बी०एच०ई०एल० झाँसी (उ०प्र०)

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Sub Annexure II

FORM XIV

(See Rule 76)

Employment Card

Name and address of Contractor : .....

Nature of work and location of work : .....

Name and address of Establishment in/under which contract is carried on :.....
:.....

Name and address of Principal Employer :.....
:.....

1. Name of the workmen : .....
2. Serial No. in the register of workmen employed :.....

3. Nature of employment/designation : .....

4. Wage rate with partiiculars of unit, in case of piece-work. :.....

5. Wage period : .....

6. Tenure of employment : .....

Remarks. : .....

Signature of contractor.

Sub Annexure III

FORM XIII

[See Rule 75]

Register of workmen employed by contractor

Name and address of contractor : .....

.....

Name and location of work : .....

Name and address of Establishment in/under which contract is carried on : .....

.....

Name and address of Principal Employer : .....

Sl. No.	Name and surname of workman	Age and Sex	Father's/ Husband's name	Nature of employment/ designation	Permanent home address of workman (village and tehsil) and taluk and district	Local address	Date of commencement of employment	Signature or thump impression of workman	Date of termination of employment	Reasons for termination	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

Note: Register of wages as per form XVII is mandatory to be maintained for each month

---

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Sub- Annexure: IV

FORM XVII

[See Rule 78(1) (a)(i)]

Register of Wages

Name and Address of Contractor
……..
Nature and location of works

……..

Name and address of Establishment in / under which contract is carried on …….
……..

Name and address of Principal Employer ……
……
Wage period: Monthly ……..

Sl. No.	Name of workman	Serial No. in the register of workman	Designation / nature of work done	No. of days worked	Units of works done
1	2	3	4	5	6

	Amount of wages earned				
Daily-rate of wages/piece rate	Basic wages	Dearness Allowances	Overtime	Other cash payments (Nature of payment to be indicated)	Total
7	8	9	10	11	12

Deductions, if any, (indicate nature)	Net amount paid	Signature / Thumb impression of workman	Initial of contractor or his representative
13	14	15	16

SIGNATURE OF THE CONTRACTOR

Verified that Wages disbursed to labours mentioned in Sr No 2 through bank on …(date)..

(Executive Incharge)

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Sub- Annexure: V

Guidelines for dealing with "discrepancy in words & figures – quoted in price bid".

In case of non-conformities/errors/discrepancies are observed between the quoted prices in figures and that in words, following guidelines are to be followed: -

(a) In the price structure quoted for works contract, if 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 tenderer there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall be 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.

(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 tenderer, the bid is liable to be ignored.

Annexure H

MEASUREMENT OF WORK AND PAYMENTS THEREOF.

1. The designated officer of the Unit will periodically inspect the Work being provided by the contractor and find out deficiencies. The contractor shall rectify the same immediately to the satisfaction of the designated officer.

2 Payment towards work satisfactorily executed will be made to the contractor on the basis of following: -

Sl.no	Description of work	unit of measurement	quantum of work
(A)	(B)	(C)	(D)
1	Core building of ACEMU transformer	No.	
2	Core building of Series reactor	No.	
3	Core building of Tap choke	No.	
4	Core building of Drop choke	No.	
5	Core building of GOD	No.	
6	Core building of SOD	No.	
7	Core building of ESP transformer	No.	
8	Core building of ACR transformer(1 no. consists of 2 half)	No.	

3) Payments will be made to the contractor on the basis of work carried out by him.

4) All payments will be subject to deduction of income tax at source as per Income Tax as per the applicable Rules.

5) Measurement Book to be maintained for the work carried out periodically by the contractor & the same shall be verified by BHEL official, nominated for the same.

Bharat Heavy Electricals Limited, Jhansi

Department: Non power transformer manufacturing

Tender Enquiry No: TRM/TW/715 Date: 01.12.17

Annexure'I'

DATE:

PROFORMA FOR SUBMITTING TECHNICAL BID FOR – SMALL CORE BUILDING

1. Name of the firm :_____(Essential)

2. Name of the Proprietor : _____ (Essential)

3. Address of the firm : :_____(Essential

4. Contact Numbers : :_____(Essential)

5. E-mail ID :_____(Essential)

6. Firm Registration Number : _____(Essential)
   Copy of the Certificate : Enclosed / Not Enclosed

7. Labour License Number :_____(Desirable)
   Copy of the License : Enclosed / Not Enclosed

8. PF Code Number :_____
   (Essential)
   Attach Copy of the PF registration

9. ESI Code Number :_____ (Essential)
   Attach Copy of the ESI registration

10. (1) PAN/TAN Number :_____(Essential)
    (2) Income Tax return last 3 yrs. Enclosed / Not Enclosed (Desirable)

11. GST Number(PAN Based) :_____(Essential)

12. VAT/TIN Number :_____(Essential)
    (To be submitted only in case where material transaction is involved) Enclosed / Not Enclosed

11. Experience Certificate : Enclosed / Not Enclosed(Essential)

    (Along with work order copy)

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

12 Audited Financial statement : Enclosed / Not Enclosed(Essential)
(Along with balance sheet & profit and loss account/ turnover certificate issued by CA)

13. No. of Workers including Supervisors on the rolls of the firm :_____(Essential)

14. Earnest Money Deposit :Rs._____(Essential)
a) EFT transaction no. :_____ Date_____
b) Bank Name & branch :_____

15. Any other relevant information :_____

16. Tender Cost :Rs._____(Essential)
a) EFT transaction no. :_____ Date_____
b) Bank Name & branch :_____

17. Validity of offer : 90 days from the date of tender Opening.

18. Blank Price bid format :Enclosed/Not Enclosed (Essential)

19. 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 envelopes. In case the bids are found in one single envelope then the “bids” are liable to be rejected.

Bharat Heavy Electricals Limited, Jhansi

Department: Non power transformer manufacturing

Tender Enquiry No: TRM/TW/715 Date: 01.12.17

Annexure J

TENDER ENQUIRY NO: TRMTW715 **DATE:----------**

PRICE BID

a. Name of the firm :_____

Sl.no	Description of work	% Allocation (item wise)	unit of measurement	quantum of work	Rate /Unit (INR)	Amount (INR)
(A)	(B)	(C)	(D)	(E)	(F)	(G=E*F)
1	Core building of ACEMU transformer	20.03	No.	112	xxxx	xxxx
2	Core building of Series reactor	6.87	No.	112	xxxx	xxxx
3	Core building of Tap choke	1.48	No.	112	xxxx	xxxx
4	Core building of Drop choke	1.30	No.	112	xxxx	xxxx
5	Core building of GOD	7.47	No.	150	xxxx	xxxx
6	Core building of SOD	9.10	No.	150	xxxx	xxxx
7	Core building of ESP transformer	41.84	No.	900	xxxx	xxxx
8	Core building of ACR transformer(1 no. consists of 2 half)	11.91	No.	900	xxxx	xxxx
	Gross Total	100.00				####

Amount in words (Rupees……..)

Note: GST extra as applicable

Signature of contractor

……

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

NOTE: 1) Instruction to bidder regarding filling of the price bid.

(a) The price bid (PDF Format) at page no. 35 attached alongside is not to be filled up Manually.

(b) The price is to be auto filled up by using an excel version of the price bid format, which can be obtained from BHEL tender website (www.bhel.com) OR sending a mail to sjaiswal@bhel.in for sending the request for "excel format of price bid" as attachment of the reply to the request mail.

(c) After obtaining the excel version of the PRICE BID FORMAT, the bidder shall fill only the total value in the box highlighted as #### (see the PDF Format, the same box will be there in the EXCEL Format highlighted in yellow color)

(d) The bidder should submit the signed print out hard copy of price bid generated after quoting the total price in excel format of price bid with populated data. (Data will be Automatically populated after quoting the total price in the box highlighted in yellow colour of excel format) indicated with " ##### " in Annexure-J/Price Bid.

(e) The bidder must write the total price offered in words also in the indicated space of the price bid format.

(f) The bidder required to quote the total price only, in excel format of the price bid as highlighted field with yellow colour.

(2) Technical bid and price bid should be submitted in separate sealed envelopes. In case the bids are found in one single envelope then the "bids" are liable to be rejected.

(3) The quantity indicated above are tentative and are liable to vary depending upon the site requirement. The contractor has to erect/ commission all the items indicated by BHEL for achieving the milestones and completion of work

(4) Evaluation of bids shall be done on total price against this rate schedule/Bill of Quantity.

Note: In the Excel format of the price bid, the boxes containing" XXXX " symbols will Automatically get populated once the total price in the box highlighted in yellow color (Indicated with " ###### " symbol) is filled by the bidder.

We hereby accepted above (signature & seal of bidder) Seal & Signature of BHEL contracting authority

Annexure "K"

RULES FOR ROUNDING OFF NUMBERS

CASE A: **In rounding off numbers, the last figure kept should be unchanged if the first figure dropped is less than 5.**	**For example, if only one decimal is to be kept, then 6.422 becomes 6.4.**
CASE B: **In rounding off numbers, the last figure kept should be increased by 1 if the first figure dropped is greater than 5.**	**For example, if only two decimals are to be kept, then 6.4872 becomes 6.49. Similarly, 6.997 becomes 7.00.**
CASE C: **In rounding off numbers, if the first figure dropped is 5, and all the figures following the five are zero *or* if there are no figures after the 5, then the last figure kept should be unchanged if that last figure is even.**	**For example, if only one decimal is to be kept, then 6.6500 becomes 6.6.** **For example, if only two decimals are to be kept, then 7.485 becomes 7.48.**
CASE D: **In rounding off numbers, if the first figure dropped is 5, and all the figures following the five are zero *or* if there are no figures after the 5, then the last figure kept should be increased by 1 if that last figure is odd.**	**For example, if only two decimals are to be kept, then 6.755000 becomes 6.76.** **For example, if only two decimals are to be kept, 8.995 becomes 9.00.**
CASE E: **In rounding off numbers, if the first figure dropped is 5, and there are any figures following the five that are *not* zero, then the last figure kept should be increased by 1.**	**For example, if only one decimal is to be kept, then 6.6501 becomes 6.7.** **For example, if only two decimals are to be kept, then 7.4852007 becomes 7.49.**

Annexure L

Certificate for part completion of works contract
(In case of experience in BHEL only)

TO WHOM IT MAY CONCERN

It is certified that M/S…… has satisfactorily completed the work of…… for a value of Rs……. As on 30/11/2017. Which is ……. % of the work awarded on them vide work order no……. dated …….. for the value of Rs…….(work order copy enclosed)

Signature of employer

(Seal indicating Name, designation & company name)