



ROC/SYS/SDP/01

Date: 14/10/2010



**REGISTRATION OF
VENDORS FOR SOFTWARE DEVELOPMENT**

BE A PARTNER IN OUR PROGRESS

Last date for submission

20th OCTOBER 2010

At 16.00 Hrs.



CONTENTS

Description	Page Nos.
General Information	3
Application for Registration of Software Development	4
BHEL Vendor Registration Form	7
List of Documents to be attached	18
Declaration of Vendor	19
Specimen Form for Solvency Certificate	20
Marking Scheme	21



GENERAL INFORMATION

This tender is for Registration and Appointment of Vendors for Software Development, AMC of computer peripherals & supply of computer peripherals to BHEL/ROD/Chennai

Names & addresses of the Contact Persons for this tender are:

Sl. No.	Name and Address	Phone Nos. & Email
1	Smt. M.Shanthi Vasantha Rani Sr. Manager/Sys & Planning	Ph. No. 044 25331640 Fax No. 044 25331240 Email: mshanthi@rodchn.bhel.co.in
2	R. Baskeran Dy. Manager/Customs & Sys System Department Regional Operation Division BHARAT HEAVY ELECTRICALS LTD., 1 st Floor, No.338 (Old No. 165), Thambu Chetty Street. Chennai-600 001	Ph No. 044 25331640 Fax No. 044 25341240 Email :basker@rodchn.bhel.co.in



PART –A

ROC/SYS/SDP/01

Date:14.10.2010

To,

M/s _____

SUB: APPLICATION FOR REGISTRATION OF SOFTWARE DEVELOPMENT

BHEL, Government of India Undertaking, a “Navaratna” Company, invites for registration of vendors for Software development work at ROD/Chennai.

BHEL is the largest engineering and manufacturing enterprise in India catering to the core sectors of the Indian economy viz. Power generation, transmission, industry, Telecom, Renewable Energy, Defense, etc.

BHEL/ROD/Chennai office is providing C&F and logistics support to various manufacturing units of BHEL.

BHEL/ROD/Chennai is inviting tender for Registration and Appointment of Vendors for software development.

The tender form available on BHEL website: www.bhel.com parties those who are interested can down load the above registration documents.

Application for Registration of vendors for software development is to be submitted in the prescribed format along with requisite documents on or before 20-10-2010 by 16.00 hrs. The Registration Application to be submitted in the envelope sealed with your distinctive seal and clearly **super scribed “VENDOR REGISTRATION APPLICATION /FORMAT”** and bear the address of the Office of the Sr. Deputy General Manager, Material Services & Systems, Bharat Heavy Electricals Ltd., Regional Operations Division 1st Floor, No.338 (Old No. 165), Thambu Chetty Street, Chennai-600 001.

Mandatory Requirements for Registration as Software development vendors are as under:

1. ***Minimum experience of 5 years in the field. Supporting documents like Balance sheets or contract agreement with customer, etc. to be produced***
2. ***Minimum of 10 personnel should be employed in their office.***
3. ***Must have office in Chennai.***



4. *Must have a minimum financial turnover of Rs 25 lakhs during financial year 08-09 and 09-10*
5. *Must be a company earning profit for the last three years & average profit with not less than 5% return on capital (in the case of company it is Equity & preferences share capital and in the partnership firm it is partner's capital)*
If the annual accounts for 09-10 is not yet Audited and finalised, the last three year financial year 06-07, 07-08 and 08-09 audited Balance sheet and P & L accounts may be provided.
6. *Must provide customer list of those for whom software development work has been carried out with Oracle.*

After receipt of Applications in the prescribed format, the same will be processed by BHEL. Those are the parties fulfilling the above 6 mandatory requirements, will alone be further evaluated for registration process as stated below.

Parties meeting the qualification requirements will be registered as software development vendors subject to qualifying the above mandatory requirements and fulfilling the minimum marks of 40 out of maximum 100 marks as stated below:

Marks would be allotted for each of points in Section II, III as per the BHEL marking scheme in Section IV. The General Requirements and the Quality requirements have been allotted with 100 maximum marks. To become a registered vendor, the parties should meet with all the 6 mandatory requirements as stated above and should obtain a minimum of 40 marks out of 100 maximum (overall) fixed for Section IV. The pattern of allotment of marks is given in the marking scheme. The vendor would be rated on the basis of marking scheme. **Those parties, who have secured minimum of 40 marks out of 100 as stated above and complied with all the mandatory requirements would be qualified as registered vendor for Software development.**

After becoming a successful registered vendor, tender will be floated among the registered vendors for development of software.



The Application for Registration of vendors for software development should reach the office of the Senior Manager, Material Services, Chennai, on or before **20-10-2010** by **16.00 hrs**. Any further information/clarification can be obtained on Tel.No. 25331640.

Thanking you,

Yours Faithfully

For **BHARAT HEAVY ELECTRICALS LIMITED**

Sr. Manager/ Systems & Planning



BHEL VENDOR REGISTRATION FORM

FORM NO BHEL:ROD:SYS:VENDOR:01

(Page 1 of 10)

<u>ORGANISATIONAL INFORMATION</u> (INDIGENOUS SUPPLIER)	
<p>ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR. WHEREVER IT IS NOT APPLICABLE PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED.</p> <p>1.0 <u>GENERAL INFORMATION :</u></p> <p>1.1 NAME OF COMPANY : DETAILS OF HEAD OFFICE : ADDRESS : TELEPHONE : FAX : E-MAIL : WEBSITE :</p> <p>1.2 DETAILS OF BRANCH OFFICE : ADDRESS : TELEPHONE : FAX : E-MAIL :</p> <p><u>NOTE: PLEASE ATTACH SEPARATE SHEETS, IF SPACE AVAILABLE IS INADEQUATE.</u></p>	
AUTHORISED SIGNATORY	



ORGANISATIONAL INFORMATION (INDIGENOUS SUPPLIER)	
<p>2.0 OWNERSHIP INFORMATION: DOCUMENTS TO BE FURNISHED</p> <p>2.1 GOVT. OF INDIA UNDERTAKING : OR STATE GOVT UNDERTAKING : OR LIMITED COMPANY: MEMORANDUM AND ARTICLES OF ASSOCIATION OR PRIVATE COMPANY: MEMORANDUM AND ARTICLES OF ASSOCIATION OR PARTNERSHIP FIRM : PARTNERSHIP DEED OR PROPRITERSHIP: PROFESSION TAX REGN. AND MUNICIPAL REGN</p> <p>2.2 NATURE OF BUSINESS :</p> <p>MANUFACTURING, SYSTEMS PHERIFERALS AMC VENDOR SOFTWARE SUPPLIER OTHERs, IF ANY</p> <p>2.3 YEAR OF ESTABLISHMENT :</p>	
AUTHORISED SIGNATORY	



FORM NO BHEL:ROD:SYS:VENDOR:01

(Page 4 of 10)

ORGANISATIONAL INFORMATION			
(INDIGENOUS SUPPLIER)			
3.0 FINANCIAL INFORMATION:			
	YEAR1	YEAR2	YEAR3
3.1 SHARE CAPITAL (EQUITY):			
3.2 LONG TERM DEBT:			
3.3 INVESTMENT IN: LAND & BUILDING: PLANT & MACHINERY: OTHER FIXED ASSETS:			
3.4.0 NET CURRENT ASSETS:			
3.4.1 NET CURRENT LIABILITIES:			
3.5 SALES:			
3.6 PROFIT BEFORE TAX:			
3.7 PROFIT AFTER TAX:			
3.8 WHETHER THE COMPANY HAS BEEN REFERRED TO BIFR:			
3.9 WHETHER THE COMPANY IS POTENTIAL SICK COMPANY:			
COPIES OF ANNUAL ACCOUNTS FOR LAST THREE YEARS ALONG WITH AUDIT REPORT TO BE SUBMITTED.			
AUTHORISED SIGNATORY			



ORGANISATIONAL INFORMATION	
(INDIGENOUS SUPPLIER)	
4.0 REGISTRATION PARTICULARS:	
4.0.1 INCOME TAX PERMANENT ACCOUNT' NO: (COPY OF CERTIFICATE)	
4.0.2 CENTRAL SALES TAX REGISTRATION NUMBER: (COPY OF CERTIFICATE)	
4.0.3 STATE SALES TAX REGISTRATION NUMBER: (COPY OF CERTIFICATE)	
4.0.4 EXCISE DUTY REGISTRATION NUMBER: (COPY OF CERTIFICATE)	
4.0.5 EXCISE CONTROL CODE NUMBER: (COPY OF CERTIFICATE)	
4.0.6 NATIONAL SMALL SCALE INDUSTRIES REGISTRATION NO: (VALIDITY UPTO.....) (COPY OF CERTIFICATE)	
4.0.7 SERVICE TAX R.REGISTRATION NO. AND DATE:	
4.0.8 CREDIT RATING BY APPROVED AGENCIES IF ANY	
4.0.9 WORKS CONTRACT TAX REGISTRATION NO.	
4.0.10 VALID LICENSE NO. & VALIDITY:	
4.0.11 LABOUR LICENSE NO. UNDER CONTRACT LABOUR (R&A)ACT	
4.0.12 REGISTRATION NO. SHOP & ESTABLISHMENT ACT	
4.0.13 COMPLIANCE WITH CHILD LABOUR ACT	
AUTHORISED SIGNATORY	



FORM NO BHEL:ROD:SYS:VENDOR:01

(Page 7 of 10)

<u>ORGANISATIONAL INFORMATION</u> (INDIGENOUS SUPPLIER)	
5.4 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY :	
5.5 DOES COMPANY HANDLES AMC DIRECTLY: YES/NO	
5.6 IF NO FURNISH NAME, ADDRESS: OF AUTHORISED DEALER/VNENDORS WHOSE COMMENTS WILL BE HONOURED BY THE COMPANY NAME OF DEALEFR ADDRESS PRODUCT/SERVICE	
5.7 MINIMUM RESPONSE TIME IN HANDLING AN AMC CALL:	
5.8 PERIODICITY OF PREVENTIVE MAINTAINENCE DONE :	
AUTHORISED SIGNATORY	



FORM NO BHEL:ROD:SYS:VENDOR:01

(Page 8 of 10)

<u>ORGANISATIONAL INFORMATION</u>		
(INDIGENOUS SUPPLIER)		
6.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR		
<u>DESCRIPTION</u>	<u>REMARKS</u>	
<u>HARDWARE:</u> 1. Supply of all system peripherals' 2. Annual Maintenance Contract (comprehensive / Non-Comprehensive) All networking and system Equipments 3. Annual Maintenance contract -UPS (all makes)		
<u>SOFTWARE:</u> 1. Authorized dealers for supply of software's 2. Software development		
AUTHORISED SIGNATORY		

6.1 List of present customer with name & addresses for similar type & size of item / equipment for which registration is being sought and with whom you have continuous business since last three years (Attach documentary evidence).



ORGANISATIONAL INFORMATION	
(INDIGENOUS SUPPLIER)	
<p>7.0 <u>OTHER PAIRTICULARS:</u></p> <p>7.1 IF THE COMPANY IS ALREADY IN BUSINEES WITH ANY OF BHEL UNITS, GIVE:</p> <p>7.1.1 BHEL UNITS NAME:</p> <p>7.1.2 REGISTRATION NO.:</p> <p>7.1.3 ITEMS TOR WHCIH REGISTERED & THEIR SPECIFICATION :</p> <p>(ATTACH COPIES OF AT LEAST 3 P.Os. EXECUTED SUCCESSFULLY WITH INSPECTION RELEASSE NOTE)</p> <p>7.2 IS THE COMPANY APPROVED BY ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS / IBR / LLOYDS ETC (ATTACH DOCUMANTARY EVIDENCE)</p> <p>7.2.1 IS THE COMPANY AN ISO 9000 APPROVED (ENCLOSE CERTIFICATE)</p> <p>7.2.2 IS THE COMPANY AN ISO 14001/ ISO 18001 APPROVED (ENCLOSE CERTIFICATE)</p> <p>7.3 TECHNICAL COLLABORATION (FOREIGN OR INDIGENOUS) (ATTACH DOCUMENTARY EVIDENCE)</p> <p>7.4 FUTURE PLANS OF EXPANSION (GIVE DETAILS)</p> <p>7.5 NAME & ADDRESS OF CONCERN(S) HAVING SUBSTANTIAL INTEREST IN: (NAME OF THE OTHER COMPANY, COMPANY DIRECTOR, PARTNER, OWNER ETC.)</p>	
AUTHORISED SIGNATORY	



Note:

1. The application should be furnished in prescribed format only, and it is to be submitted to the undersigned on or before 20/10/2010 along with all supporting documents.
2. Only parties found suitable after processing the application from (as per eligibility Criteria) will be included in the registered contractor list. Submission of filled up application form and supporting documents does not automatically guarantee registration. Only parties fulfilling the eligibility criteria will be considered for final registration.
3. Registration with BHEL however does not automatically guarantee issue tender enquiry or award of work, whatsoever. .
4. The registration will be valid for a period of maximum four years subject to periodic review of the party's performance.
5. BHEL reserves the right to select parties for tendering out of the registered list, as per its own systems/procedure, without giving clarifications to any party.
6. The list will be kept confidential & may be furnished to our customers, if so demanded.
7. For any clarification on the above, please contact over telephone lines (044-25331640, 25356080) on any working day



LIST OF DOCUMENTS TO BE ATTACHED IN FOLLOWING SERIAL ORDER

1. Self Attested copy of valid Vendor license.
2. Copy of valid income tax clearance certificate: the current income tax clearance certificate bearing the seal & dated signature of the income tax officer concerned should invariably accompany the application. In case of partnership firms, the current income tax certificate in respect of each individual partner should also be furnished in addition to the ITCC in respect of the firm.
3. Annual report/profit & loss account/balance sheet: one copy of each of the following for the last three years are to be furnished:
 - a) Annual Report.
 - b) Profit & Loss Account.
 - c) Balance Sheet
 - d) Audit report .
4. Permanent account NO. (PAN) and copy of PAN card.
5. Central Sales Tax Registration certificate.
6. Service Tax registration certificate.
7. Labour Licence copy under contract labour (R&A) act.
8. Licence copy under minimum wages act.
9. Appreciation letters/testimonials issued by customers (if available).
10. Organisation chart and list of personnel employed (separate for each branch /go down)
11. Solvency certificate issued by your bankers (as per enclosed certificate).
12. Name & address of the banker stating the name in which the account stands.



DECLARATION OF VENDOR (on his letter head)

To

Bharat Heavy Electrcials Ltd.
(Old No. 165) New No. 338,
Thambu Chetty Street (I Floor)
Chennai-600 001.

Sir,

Sub: Application for registration as Vendor for Software Development

I/We hereby submit an application for registration with BHEL as a vendor for software development.

I/We affirm that the particulars given are true to best of our knowledge and belief.

I/we agree to furnish any other information/produce any record for inspection as may be required by the competent authority or an officer duly authorized by the competent authority of Bharat Heavy Electricals Ltd.

I/we give the undertaking that BHEL drawings & specifications, purchase orders, documents etc. shall not be used in any way detrimental to the interest of BHEL and/or for supply of any material, product or services directly or indirectly to any other customer.

Applicant Name and address/Seal

Name of the person signing
The application and his status in the company

VENDOR's AUTHORISED SIGNATORY
DATE AND SEAL



**SPECIMEN FORM OF SOLVENCY CERTIFICATE
FROM THE SCHEDULED BANK**

(Bank Letter Head)

This is to certify that to the best of our knowledge and information.....(1)...M/s.....

.....(2).....
...is our customer of bank who is maintaining sufficient balances and have

been regular in paying of loans and advances regularly and maintains good track record.

The company/firm is maintaining current account No. for the past
years.

This certificate is issued without any guarantee or responsibility on the bank or any of
the officers.

Besides above, the company is having an overdraft limit of Rs.....

(Rupees.....)and Bank Guarantee Limit of Rs.....

(rupees.....).

Signature of the Manager/Bank with official seal.

NOTE:

- (1) Here indicate the name of the individual or the firm.
- (2) Here name of the sole proprietor in case of the proprietorship concern or names of partners in case of partnership concern as per Bank's record should be indicated.
- (3) Here indicate the address of the customer as per Bank record

VENDOR's AUTHORISED SIGNATORY
DATE AND SEAL

**MARKING SCHEME FOR GENERAL REQUIREMENTS:**

	Condition & marks	Rating	Maximum Marks
Quality certification	Compliance with Quality standards - ISO 14000/ ISO 18000/ ISO 9000/ ISMS/ other applicable software standard	5 marks	5
Financial Information	Balance sheets for past 3 years	20 marks	20
No. of Technical personnel available with the vendor	11-50 >50	10 marks 15 marks	15
Expertise in Oracle:			
1. No. of projects handled with Oracle based application	Up to 2 Above 2	10marks 25 marks	25
2. No. personnel with Oracle certifications	Up to 2 Above 2	5 marks 10 marks	10
3. No. of projects documented with Software documentation standards like IEEE12207, etc	Up to 2 Above 2	2 marks 5 marks	5
4. No. of personnel with Software testing certifications	Up to 2 Above 5	2 marks 5 marks	5
Projects handled for PSU / State Govt. of Tamilnadu		10 marks	10
Offices other than Chennai		5 marks	5
	Total		100 marks