**ANNEXURE -I**

***[TO BE PRINTED ON BIDDER’S LETTER HEAD, MENTIONING TENDER NAME & TENDER NUMBER ALSO]***

**UNDERTAKING**

We, (name of the bidder) , hereby confirm that our offered courier service covers all of the 102 countries mentioned in the Annexure II through our direct/indirect operations. The number of countries out of the 102 mentioned in Annexure II which are not covered through our direct operation is not more than 10. List of such countries along with the local partner/alternate arrangement proposed for each of them is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **S. No.** | **Country** | **Local Partner / Alternate Arrangement** | **Reasons / Remarks** |
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We confirm that except for the above mentioned countries, all other countries mentioned in Annexure II will be covered by our direct operations throughout the period of the contract.

We also confirm that we have given our quote in the price schedule (part II of our bid) for all the countries, categories, and weight ranges mentioned in Annexure II. We have also noted that failure to completely fill up the price schedule will lead to rejection of our bid.

Authorized representative’s signature with name and address

**ANNEXURE -III**

**Offered Delivery Period**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S. No.** | **Country** | **Delivery Period (No of working days)** | | | **Own network (O) or partner netwok (P). In case of P, please specify the name** |
| **Document** | **Package** | **Box** |
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**ANNEXURE -IV**

**Category-wise and Weight-wise weightage**

|  |  |  |  |
| --- | --- | --- | --- |
| **Weightage for Documents, Packages & Boxes** | | | |
| **Sr.No.** | **Item weighing** | **Weightage within category** | **Weightage for overall evaluation** |
|
| **1** | **Documents (Non-commercial)** | | **50%** |
| 0.0 -0.5 Kg | 70% |
| 0.5 - 1.0 Kg | 10% |
| 1.0 - 1.5 Kg | 10% |
| 1.5 - 2.0 Kg | 5% |
| 2.0 - 2.5 Kg | 5% |
| **2** | **Standard Courier Boxes (Non-commercial)** | | **25%** |
| 2.5 - 5 Kg | 15% |
| 5 - 10 Kg | 20% |
| 10 - 15 kg | 25% |
| 15 - 20 Kg | 20% |
| 20 - 25 Kg | 10% |
| 25 - 50 kg | 10% |
| **3** | **Packages (Commercial)** | | **25%** |
| 0.0 - 0.5 Kg | 10% |
| 0.5 - 1.0 Kg | 10% |
| 1.0 - 1.5 Kg | 5% |
| 1.5 - 2.0 Kg | 5% |
| 2.0 - 2.5 Kg | 5% |
| 2.5 - 5.0 Kg | 20% |
| 5 - 10 Kg | 20% |
| 10 -20 Kg | 10% |
| 20 - 30 Kg | 5% |
| 30 - 50 Kg | 5% |
| 50-75 kg | 2.50% |
| 75-100 kg | 2.50% |

**ANNEXURE -V**

**Indicative Checklist of Documents to be submitted alongwith the bid**

|  |  |
| --- | --- |
| **DOCUMENT** | **✓** |
| EMD |  |
| Undertaking by the bidder on bidder’s letter head (Annexure I) as mentioned in clause no P-1 |  |
| Copy of financial report for last three years |  |
| Copy of authorized CHA license in bidder’s own name |  |
| Self-declaration from the bidder for not being under liquidation, court receivership or similar proceedings as mentioned in Clause no P-3 (c) |  |
| Confirmation letter for firm rates (Clause no P-4) |  |
| CD-ROM/Pen-Drive containing price schedule (part-II of the bid) in excel format |  |
| Copy of PAN No. |  |
| Copy of Service Tax registration no. |  |
| Zone wise list or any list containing all the countries for which courier service is operated by the bidder |  |
| Filled up price schedule |  |
| Filled up Deviation Statement (Annexure VI) |  |
| Certification of authority to sign the bid and relevant document (Clause G-10) |  |
| Complete tender documents stamp-signed by the bidder (Clause G-5) |  |

**ANNEXURE -VI**

**DEVIATION STATEMENT**

**(Pl. strike off the clause which is not applicable and ticks the other)**

1. THIS IS TO DECLARE THAT WE DO NOT HAVE ANY DEVIATIONS IN THE STIPULATIONS OF YOUR TENDER AND ACCORDINGLY ACCEPT ALL THE STIPULATIONS WITHOUT ANY RESERVATIONS WHATSOEVER.

OR

1. THE FOLLOWING DEVIATIONS ARE BEING TAKEN:

|  |  |  |  |
| --- | --- | --- | --- |
| **S No** | **Tender Reference / Clause No** | **Tender Specification** | **Deviation Taken** |
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I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby certify that except the deviations mentioned above, we do not have any other deviations. Deviations, if any, mentioned elsewhere in our bid (whether Techno-commercial bid or Price bid) may be treated as null and void by BHEL.

Authorized representative’s signature with name and address

**ANNEXURE – VII**

**List of Offices & Manufacturing Units of BHEL other than International Operations Division (IOD) Located in India**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S. No.** | **Office/Manufacturing Unit** | **Location** | **PIN Code** |  |
|  | Registered & Corporate Office | New Delhi | 110049 | **\*** |
|  | Corporate Contract Closing | New Delhi | 110070 | **\*** |
|  | Corporate Communication | New Delhi | 110001 | **\*** |
|  | Various Offices | Noida | 201301 | **\*** |
|  | TBG | Noida | 201305 | **\*** |
|  | Industry Sector & ROD-HQ | New Delhi (in same building with IOD) | 110003 | **\*** |
|  | ASSCP | Gurgaon | 122003 |  |
|  | CFP | Rudrapur | 263153 |  |
|  | CSU & IP | Jagdishpur | 227817 |  |
|  | PSER | Kolkata | 700091 |  |
|  | PSWR | Nagpur | 440001 |  |
|  | PSSR, ROD | Chennai | 600035 |  |
|  | PC | Chennai | 600017 |  |
|  | Corporate R&D | Hyderabad | 500093 |  |
|  | PESD & HPEP | Hyderabad | 502032 | **\*** |
|  | CTI, ISG, CBU & EPD | Bangalore | 560012 |  |
|  | EDN | Bangalore | 560026 | **\*** |
|  | ESD | Bangalore | 560100 |  |
|  | EMRP | Mumbai | 400093 | **\*** |
|  | ROD | Mumbai | 400005 | **\*** |
|  | TP | Jhansi | 284120 | **\*** |
|  | HEEP, CFFP & PCRI | Haridwar | 249403 | **\*** |
|  | HEP & RMSG | Bhopal | 462022 | **\*** |
|  | HPVP | Visakhapatnam | 530012 |  |
|  | HERP | Varanasi | 221003 |  |
|  | HPBP & SSTP | Tiruchirappalli | 620014 | **\*** |
|  | IVP | Goindwal | 143422 |  |
|  | PPPU | Thirumayam | 622507 |  |
|  | BAP | Ranipet | 632406 |  |
|  | BHEL Electrical Machines Ltd. | Kasaragod | 671124 |  |

**\* BHEL offices / manufacturing units presently utilising the international courier services.**