



BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)
HIGH PRESSURE BOILER PLANT
PURCHASE DEPARTMENT - FOSSIL BOILERS
THIRUCHIRAPALLI - 620014
TAMILNADU (INDIA)

PHONE :2577419
GRAMS : BHARATELEC
FAX NO: 2520719
E-mail: cmuthuvel@bheltry.co.in
Web:

429-002/A

	Enquiry No 1901400231 - 43	Enquiry Date 08.09.2014	Due Date for Quotation 30.09.2014
Please quote Enquiry No, Date and due date in all correspondences. This is only a request for quotation and not an order			

Item	Description	Unit	Quantity	Delivery Quantity	Schedule Date
10	7544A0200800 GRAPHITE DRY LUBRICANT Solid lubricant- Graphite Propellant- Non CFC type Colour- Blackish Fast drying type (Drying time) - Around 60 mins Application- To be used in dusty environment. Packing- 500 ml aerosol can.	NO	20.000	20.00	31.10.14

General Note:

VENDORS SHOULD SUBMIT THEIR OFFERS AS PER THE TERMS AND CONDITIONS OF ENQUIRY ANNEXURE - A.

ENCLOSURE:

TENDER DOCUMENT

ANNEXURE - A

ANNEXURE - B

ANNEXURE - C

PRICE BID.

Enclosures:

"LD clause has to be confirmed without fail."

The offers should reach us 30 minutes before the time of opening of tenders.
The offers will be opened at 14.30 hrs on the due date of tender in the presence of tenderers who have submitted their offer and who may like to be present for the tender opening.Late and delayed offers are liable to be rejected.

Yours faithfully,
For BHARAT HEAVY ELECTRICALS LIMITED

N. SHANMUGASUNDARAM
Purchase Officer / PSS
Materials Management (MFG)
Bharat Heavy Electricals Ltd
Thiruchirappalli - 620 014,
Yours faithfully,

ANNEXURE - A

TERMS AND CONDITIONS OF THE ENQUIRY (TWO PART BID)

(Offers shall be submitted in the Annexures of BHEL only, other formats will not be considered for evaluation)

1. The tender will be operated on two part bid basis i.e. (I). *Techno-Commercial Bid* & (II). *Price Bid*.
2. The offer is to be submitted in a single envelope containing two envelops. i.e. **Part - I (Technical & Commercial Bid)** and **Part - II (Price Bid)**. (Mail offers will not be considered and evaluated)

- 2.1. Techno-Commercial Bid:**
- a) Duly filled and signed Techno Commercial Bid (Annexure – B).
 - b) Duly signed Annexures – A & C ('C' for new vendors)
 - c) Sample if required. (If the sample is not received along with technical bid the offer will be summarily rejected).

This Part – I document should be sealed in a separate envelop by clearly marked "Part I – Technical and Un-priced commercial bid" indicating Enquiry No., Due Date., address & reference of the bidder.

- 2.2. Price Bid:** Price bid with price details. (*This price bid should be sealed in a separate envelope by clearly marked "Part II – Price bid" indicating Enquiry No., Due Date., Address & reference of the bidder.*)

You are requested to put the above two envelopes (Techno-Commercial Bid & Price Bid) inside a separate larger sealed envelope and this envelope shall be super scribed as "Techno-Commercial Bid and Price Bid " for Enquiry No:Dt.: **Due Dt.:**

3. Your offer should be addressed to: *The Manager,*
Purchase Department / PSS,
Materials Management / Raw Materials,
24 Building (4th Floor),
Bharat Heavy Electricals Limited,
Tiruchirappalli - 620 014.

4. Please submit point wise compliance to our specifications, terms and conditions. Otherwise it will be presumed that you are accepting BHEL's terms and conditions.

5. The offer should reach this office on or before the due date as mentioned in the enquiry by 14.00 Hrs. Tenders received after 14.00 Hrs will not be considered for evaluation.

6. **Validity of quoted rates shall be minimum at least 90 days from the date of price bid opening for ordering. The quoted/Finalized rates shall be Firm till completion of the supplies.**

7. The rates are to be quoted on F.O.R. destination basis (Inclusive of Packing, Forwarding, and Freight and Transit Insurance charges to supplier account.

(Delivery condition like Ex-works / Ex-godown / Transportation of materials through transport carriers from your works up to the transport carrier's office at Tiruchy and taking delivery of goods by BHEL from such office of transport carriers is not acceptable to us).

8. Unloading at BHEL Site has to be done by the suppliers and BHEL will not be in a position to provide any handling / unloading facilities.

9. Payment Terms (Indigenous)

Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials.

Any deviation in the above payment term will attract loading as mentioned below.

"Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.

10. Liquidated Damages / Penalty:-

Liquidated damages shall be 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value.

Any deviation from the above LD clause, loading will be applied to the extent to which it is not agreed by the bidder (at offered value).

11. Each tender should be sealed with tenderer's distinctive seal and super scribed with correct tender no., item of supply and due date of opening. Two or more quotation should not be sent in one cover but the quotation against each tender should be sent separately to avoid confusion. Tender should not be addressed to any individual's name but only by designation.

12. Tenders should be free from CORRECTION AND ERASURES. Corrections if any must be attested; all amounts shall be indicated both in words as well as in figures. Where there is difference between amount quoted in words and figures, amount quoted in words shall only be considered.

12.1. Discrepancy in "Words "& "Figures "

- a) If, in the price structure quoted for the required goods/services/works, 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 purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall 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; and
- 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.

13. No revision of prices will be entertained after tenders are opened.

14. If any sales tax is payable as extra to the quoted price it should be specifically stated in quotations along with CST & VAT Number failing which the purchaser will not be liable for payment of sales tax. Our TIN 33243560005 dt.01.01.2007 & CST no 239383 DT, 11.06.1991.

15. On the due date of tender opening, only the technical bids will be opened. Technical bids will be evaluated by us and clarifications required, if any, will be called for from the bidders on technical and commercial points. The price bids of techno-commercially suitable bidders will be opened on a later date with prior intimation to respective bidders.

16. Ranking L-1, L-2 etc. shall be done for individual items for the techno-commercially acceptable offers on landed cost to BHEL, Trichy basis and BHEL reserves the right to place order for individual items with different vendors.

17. BHEL reserves the right to increase or decrease the tendered quantity. The tendered quantity will be ordered on L1 vendor alone.

18. In the event of more than one vendor becoming L1 for any of the item / items, the enquiry quantity for those item / items will be shared equally among all the L1 vendors.

19. Lowest price received against BHEL tenders need not be the technically acceptable one and in that case BHEL reserves the right not to consider the same. The purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject any tender in part or full without assigning any reason whatsoever.

20. BHEL reserves the right to negotiate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.

21. **PACKING AND MARKING:** The supplier shall arrange for securely protecting and packing the stores to avoid loss or damages during transit.

22. **RISK PURCHASE:** Alternatively the purchaser at his option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitutes therefore. The supplier shall be liable for any loss, which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in our LD clause.

23. PREFERENTIAL DELIVERY: It should be noted if a contract is placed on a higher tendered as a result of this invitation to tender in preference to the lowest acceptable offer in consideration of the earlier delivery, the seller will be liable to pay to the purchaser the difference between the contract rate and that of the lowest acceptable tender on the basis of final price F.O.R destination, including all elements of freights, Sales tax, duties and other incidents, incidental in case of failure to complete supplies in terms of such contract within the date of delivery specified in the tender and incorporated in the contract.


24. CENVAT CREDIT: If any Excise Duty is payable, the Chapter Head / Sub -head reference and the rate of the duty should be quoted. If the Tenderer is availing CENVAT credit for this input material, the effect of Proforma credit should be passed on to the purchaser. Tenderer under "CENVAT" shall be preferred.

25. Any other conditions which might have been quoted by the seller and are in contravention to the terms prescribed in the order and which have not been specifically accepted in by purchaser will not be applicable to the contract.

26. Bidders not confirming to the enquiry specification mentioned will be disqualified.

27. Any corrigendum related to the enquiry will be hosted in the BHEL website only, Bidders should visit the website(s) to keep themselves updated.

28. The correspondence between the bidder and BHEL through email is considered as valid document legally though not signed. It is treated as valid confirmations made on behalf of the respective company and comes under the legal ambit of the business transaction and hence binding on both the parties.



N. SHANMUGASUNDARAM
Purchase Officer / PSS
Materials Management (MEG)
Bharat Heavy Electricals Ltd
Tiruchirappalli - 620 014

**COMMERCIAL TERMS CONFIRMATION REQUIRED FROM THE SUPPLIERS
TO BE SUBMITTED ALONG WITH PART – I (TECHNO COMMERCIAL BID)**

ANNEXURE –B

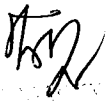
S. NO	DESCRIPTION	BHEL REQUIREMENTS	SUPPLIER CONFIRMATION / DEVIATION (STRIKEOUT WHICHEVER IS NOT APPLICABLE)
1	VALIDITY	90 DAYS FROM DATE OF PRICE BID OPENING	NON DEVIATABLE
2	PRICE QUOTED	FOR-DESTINATION BHEL STORES / TRICHY	NON DEVIATABLE
3	EXCISE DUTY WITH CESS	SUPPLIER OPTION	INCLUSIVE / EXTRA (Please quote % below) %
4	VAT / CST against form 'C'	SUPPLIER OPTION	INCLUSIVE / EXTRA (Please quote % below) %
5	DEIVERY SCHEDULE	WITH IN A MONTH FROM THE DATE OF P.O	NON DEVIATABLE
6	PAYMENT TERMS	AFTER 45 FROM THE DATE OF RECEIPT AND ACCEPTANCE OF MATERIALS AT BHEL (For details please read S.No:9 of "Annexure – A")	ACCEPTED / NOT ACCEPTED
7	LD CLAUSE	(For details please read S.No:10 of "Annexure – A")	NON DEVIATABLE
8	RISK PURCHASE CLAUSE	(For details please read S.No:22 of "Annexure – A")	NON DEVIATABLE
9	CONTACT PERSON DETAILS	NAME: MOBILE NO: EMAIL :	
10	CONFIRMATION OF SPECIFICATION TO ENQUIRY SHOULD BE AS FOLLOWS, a. GRAPHITE DRY LUBRICANT (SPRAY) b. NON CFC TYPE c. COLOUR – BLACKISH d. DRYING TIME – 60 MINUTES e. TYPE OF PACKING – AEROSOL CAN (500ML EACH)		VENDOR REPLY CONFIRM / NOT CONFIRM CONFIRM / NOT CONFIRM CONFIRM / NOT CONFIRM CONFIRM / NOT CONFIRM CONFIRM / NOT CONFIRM
11	VENDOR SHOULD PROVIDE THE PRODUCT DETAIL OF THE ITEM FOR WHICH THEY HAVE QUOTED		

SIGN AND SEAL OF
AUTHORIZED PERSON


N. SHANMUGASUNDARAM
 Purchase Officer (PSS)
 Materials Management (MEG)
 Bharat Heavy Electricals Ltd.
 Trichy-620 017.

Annexure - C (For NEW VENDORS only)

SI No	Details	Document submission
1	Nature of ownership & relevant documents. <i>(Proprietorship-Professional Tax Regn & Municipal Regn; Partnership firm – Partnership Deed; Co-operative society – Society rules & bye laws ; Private/Limited Company – memorandum & Articles of Association)</i>	Copy of the documents to be attached
2	Manufacturing range & facilities: • List down the product range & specification details. • List of Manufacturing facilities/equipment's (including material handling facility)	
3	Licence details of the factory	
4	<ul style="list-style-type: none"> • Permanent Account No • Central Sales Tax registration number • State sales Tax / TIN number • Excise duty registration number • Excise control code number • Service tax registration number • Regn number of category as per MSMED Act (If applicable) 	
5	Accreditation certificate for ISO:9001 / TOC of Quality System manual / ISO:14000 / OHSAS ISO 18000 (If applicable)	



 Director, MSME, Government of Karnataka
 Bangalore

PRICE BID
(PRICE BID SHALL BE AS PER BHEL FORMAT ONLY)

TENDER ENQUIRY NO:		DATE:	DUE DATE:
DESCRIPTION OF MATERIAL: SUPPLY OF GRAPHITE DRY LUBRICANT IN 500ML AEROSOL CAN			
S.NO	DETAILS	RATE PER 500ML AEROSOL CAN	
1	BASIC RATE (BASIC RATE SHALL BE INCLUSIVE OF COST OF 500 ML AEROSOL CAN + PACKING & FORWARDING + HANDLING + FREIGHT & INSURANCE, ETC.)		
2	ED & CESS @ _____ %		
3	VAT @ _____ % / CST@ _____ % (AGAINST FORM 'C')		
TOTAL (S.NO.1 TO 3)			

AMOUNT IN WORDS (F.O.R BHEL / TRICHY):

Note:

- 1) No advance payment will be made on any circumstance.
- 2) Before quoting the price the tenderer should have the full understanding about BHEL terms & conditions.

