



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	Enquiry Date	Due Date for Quotation
	2001400298 - 50	16.05.2014	10.06.2014
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	STENCIL we need 6 sets of stencils. 1 set consists of 4 stencils. 1 set stencils contains 462 letters. CONTENT OF STENCIL AS PER THE ENCLOSER. THE COST ESTIMATED IS RS 12 per LETTER. COMPOSED MATTER IS GETTING APPROVED BY LOGISTICS. DETAIL OF STENCIL: Stencils are made out of G.I. Sheet. G.I. Sheet thickness 0.5mm. G.I. Sheet length max - 4 feet G.I. Sheet width - 2. feet. Each letter size Width 25 mm and Height 35mm.	SET	6.000	6.00	31.07.14

General Note:

SPECIAL CONDITION

- 1.TO QUOTE FIRM F.O.R PRICE
- 2.TO KEEP VALIDITY OF OFFER FOR 90 DAYS
- 4.TO ACCEPT OUR PAYMENT TERM OF 45 DAYS CREDIT
- 5.TO ACCEPT ALLL OTHER STANDARD TERMS AND CONDCTIONS OF THE ENQUIRY

The new vendors will be required to furnish the following documentary proof/ information along with their offers:

1. Certificate of registration (copy of certificate to be submitted).
2. Banker's information (copy of bank pass book first page to be submitted).
3. MSME vendor certificate (if applicable).
4. Address of your organization (complete postal address with PIN CODE).

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 opening.Late and delayed offers are liable to be rejected.

Yours faithfully,
For **BHARAT HEAVY ELECTRICALS LIMITED**
W. SHANMUGASUNDARAM
Purchase Officer
MM / MFG / Purchase / P&S
BHEL, TRICHY - 620 014
MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,



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5. Contact person/s, Phone No. Mobile No., FAX No., E-mail ID.
6. Statutory documents - VAT/TIN/EXCISE REGISTRATION/SERVICE TAX REGISTRATION/CST REGN etc (copy to be furnished)
7. NSIC / SSI Certificate (if applicable)
8. ISO cetificate (if applicable)
9. Experience certificate as proof of supply of similar item to any government agencies/PSU/ Organisations. (Copy of POs to be furnished)
10. Audit Report / IT return (if applicable)
11. Agency Agreement with manufacturer (if applicable)
12. Partnership Deed (if applicable)

If the new vendors fails to submit the above documentary proof / information, their offers will not be considered for this enquiry.

THE SPECIAL CONDITIONS ARE TO BE ATTACHED ALONG WITH ENQUIRY,

1.,,If more then one vendor becomes L1 the total enquiry quantity will be equally shared among all the L1 vendors.

2.,,BHEL reserves the right to negotiate with L1 bidder.
The following loading Criteria to be considered for Tender evaluation/Ranking will be indicated in the enquiry:

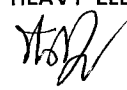
1.,,Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials. Any deviation in the above payment term will attract loading as mentioned below. "Base rate of SBI(as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids)+6%shall be considered for loading for the period of relaxation sought by bidders.

2.,,Liquidated damages shall be 0.5% of the total order value per week or part there of subject to a maximum of 10% of the total order value. For staggered delivery schedule, LD shall be 0.5% of the undelivered portion per week of the delay 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).

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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.

N. SHANMUGASUNDARAM
Purchase Officer
MM / MFG / Purchase / PS9
BHEL, TRICHY - 620 014

Yours faithfully,
For **BHARAT HEAVY ELECTRICALS LIMITED**


MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,



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3.Terms and Conditions to be confirmed / accepted/mentioned in your Techno-Commercial bid and price bid should be the same without any variation/deviation. In case of variation/deviation between the Techno-Commercial bid and price bid, the details furnished in Techno-Commercial bid only be considered for evaluation.

Enclosures:


"LD clause has to be confirmed without fail."

"Payment to vendors will be made only thro E-Payment mode"

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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.

N. SHANMUGASUNDARAM
Purchase Officer
MM / MFG / Purchase / PSS
BHEL, TRICHY - 620 014.

Yours faithfully,
For **BHARAT HEAVY ELECTRICALS LIMITED**


MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,

BHARAT HEAVEY ELECTRICALS LIMITED

TIRUCHIRAPPALLI - 620 014

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 envelopes. 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. Tender document will be opened on the due date as given in the enquiry and if the due date falls on holiday, the tender document will be opened immediately on the next working day.

7. Place of tender opening on "*Purchase Conference Hall, 24 Building (4th floor), BHEL / HPBP, Trichy – 14.*

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

9. 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).

10. 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.

11. Payment Terms (Indigenous)

Payment term shall be 100% after 45 days on 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.**

12. Liquidated Damages / Penalty:-

Liquidated Damages / Penalty - To be incorporated in all NITs addressed to both Indigenous and Import Suppliers
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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.
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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).

13. 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.

14. 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.

14.1. 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.

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

16. 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.

17. On the due date of tender opening, only the technical bids will be opened. Technical bids / Pre-qualification criteria 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 meeting the pre-qualification criteria only will be opened on a later date with prior intimation to respective bidders.**

18. 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.

19. BHEL reserves the right to increase or decrease the tendered quantity and split the tender quantity in the ratio as indicated below,

a. 20% of the tendered quantity is earmarked for MSE suppliers in this tender, subject to participating MSE Vendors should meet the tender requirements of BHEL.

b. The balance 80% of the tendered quantity may be ordered in the ratio of 85 : 15 between L1 and L2 vendor at matched L1 rate. If L2 vendor do not match L1 rate, the 30% quantity will also be ordered on L1 vendor. **(In case of non-receipt of offers from MSE vendors the quantity will be spilt and award as 70:30 between L1 & L2 vendor at matched L1 rate. If L2 vendor do not match to L1 rate, then the respective quantity will also be ordered on L1 vendor).**


c. If L1 or L2 offer is from a Micro / Small enterprise, the 20% earmarking provision is not applicable and the 70 : 30 ratio will be adopted for the 100% of the tendered quantity.

d. Counter offering of L1 rate will not be made with any H1 vendor (irrespective of the category MSE or Non-MSE). Besides, counter offering of L1 rate will not be made with any MSE vendor whose quoted rate is more than the price band of L1+15% excepting in the case of they become L2 status.

20. 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. For such item / items splitting will be done among L1 vendors alone and not as mentioned in the point no 19 (a) & 19 (b) above.
21. 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.
22. 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.
23. **PACKING AND MARKING:** The supplier shall arrange for securely protecting and packing the stores to avoid loss or damages during transit.
24. **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.
25. **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.
26. **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.
27. 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.
28. Bidders not confirming to the enquiry specification mentioned will be disqualified.
29. Any corrigendum related to the enquiry will be hosted in the BHEL website only, Bidders should visit the website(s) to keep themselves updated.
30. 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.
31. Bidders participating in the tender should declare in their technical bid whether they have been black-listed / kept on hold / given Business holiday for a specified period by any Public Sector Undertaking or Government Departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to BHEL. If no such details are mentioned in the offer, it will be construed that the bidder is not under any such hold. However, at a later date if it comes to the notice of BHEL about any such hold under enforcement, BHEL reserves the right to reject the offer at any point of time and also under any stage of the finalization of the tender. Such bidders will not be permitted to participate in the further tender proceedings and will be communicated suitably.

Note:

(MAIL OFFERS WILL NOT BE CONSIDERED FOR EVALUATION)



N. SHANMUGASUNDARAM
Purchase Officer
MM / MFG / Purchase / MGS
BHEL, TRICHY - 620 014.

200 Groups - COMMERCIAL TERMS CONFIRMATION REQUIRED FROM THE SUPPLIER (TO BE SUBMITTED IN COVER NO: 1)

S. NO	DESCRIPTION	BHEL REQUIREMENTS	SUPPLIER CONFIRMATION
1	VALIDITY	90 Days from Date of tender opening	
2	PRICE QUOTED	FOR-DESTINATION BHEL STORES TRICHY -620014	
3	PACKING & FORWARDING (Whether inclusive (or) extra) Clearly mention the percentage (or) amount	Supplier Options	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
4	EXCISE DUTY WITH CESS (Whether inclusive (or) extra) Clearly mention the percentage (or) amount	Supplier Options	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
5	VAT / CST Clearly mention the percentage	Supplier Options	
6	FREIGHT (Whether inclusive (or) extra) Clearly mention the percentage (or) amount	Supplier Options	INCLUDED / EXTRA (INCASE OF EXTRA MENTION THE PERCENTAGE _____)
7	DEIVERY SCHEDULE	AS AND WHEN REQUIRED BY BHEL IN STAGGERED MANNER	
8	PAYMENT TERMS	100% After 45 days from the receipt and acceptance of materials at BHEL/STORES	
9	LD CLAUSE	0.5% per week to maximum of 10% for the undelivered portion/Qty.	
10	MSME CERTIFICATION	To be attached	ATTACHED / NOT ATTACHED
11	CONTACT PERSON DETAILS	NAME: MOBILE NO: EMAIL :	

BIDDERS SHALL SUBMIT THEIR PRICE IN THE FOLLOWING FORMAT ONLY. (TO SUBMITTED IN SEPARATE COVER NO: 2).

ENQ SL NO	BHEL SPECIFICATIONS	YOUR SPECIFICATION	PRICE IN RS
10			
20			


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