



BHARAT HEAVY ELECTRICALS LIMITED

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

429-002/A

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

	Enquiry No	Enquiry Date	Due Date for Quotation
	2001600206 - 50	10.05.2016	31.05.2016
<p>Please quote Enquiry No, Date and due date in all correspondences. This is only a request for quotation and not an order. Bid should be submitted in two parts. 1.Techno-commercial bid (Part-I) and 2.Price bid(Part-II) in a separate sealed cover and both covers must be placed in a third cover and sealed. Our Enquiry No., Enq. date & Enq. Due date must be written on all three covers.</p>			

Item	Description	Unit	Quantity	Delivery Quantity	Schedule Date
10	A4 Size Rigid/Rigid Metal Clip File 01.A4 Size Rigid/Rigid Metal Clip File - 100 Nos.(As per the Model) Front side : a) A visting card pouch b) Print BHEL EMBLEM, MODERNISATION & BHARAT HEAVY ELECTRICALS LIMITED, TIRUCHIRAPALLI-620 014. Inner side: - A pocket for loose papers	NO	100.000	100.00	30.06.16
20	A4 Size Pouch A4 Size white colour pouch (as per the model) (Printing matter as per the rigid A4 size file)	NO	200.000	200.00	30.06.16

General Note:

enquiry condition enclosed
All the tenders may be addressed to the following address:

**The Tender Opening Cell / MM
Room No: 26, Building 24, Ground Floor
Bharat Heavy Electricals Limited
TIRUCHIRAPALLI 620014**

In case personal delivery of the offer, it shall be dropped into the respective box kept in Room No: 26, after duly entering the data in the system.

Offers will be accepted only up to 14.00 Hrs on the due date. Therefore, vendors shall ensure to submit the offers well before this time. All due date extension requirements should be addressed to the respective Purchase mail IDs. All the due date extension requests from vendors will be considered only up to 48 hours before the due date and time.

Vendors are requested to avoid submission of offers through e mail / fax. In case of any unavoidable situation, offers shall be sent through e mail to the following mail ID only tender_cell@bheltry.co.in.


As tenders are being opened by Common Tender Opening Cell, offer covers should be sealed with tenderer's distinctive seal and super scribed with correct Tender No. item of supply and due date of opening.

The offers will be opened at 14.30 hrs on the due date of the tender in the presence of tenderers who

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


MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,



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have submitted their offer and who may like to be present for the tender opening. Late and delayed offers are liable to be rejected.


The bidder along with its associate/ collaborators/ sub-contractors/ sub-vendors/ consultants/ service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.

Enclosures:

"LD clause has to be confirmed without fail."

The offers should reach us 30 minutes before the time of opening of tenders.
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Yours faithfully,
For **BHARAT HEAVY ELECTRICALS LIMITED**


MANAGER / PURCHASE
(FOSSIL BOILERS)
Yours faithfully,

(A GOVT.OF INDIA UNDERTAKING)

**HIGH PRESSURE BOILER PLANT
TIRUCHIRAPPALLI - 620 014**

TERMS AND CONDITIONS OF THE ENQUIRY (TWO PART BID)

1. The tender will be operated on two part bid basis i.e. (I). *Techno-Commercial Bid* & (II). *Price Bid*.
 2. Techno-Commercial Bid: Containing Technical details, specifications, commercial terms and conditions like percentage of P&F charges, Freight & Insurance, ED, Cess, Taxes (BHEL will not provide "C" form for Non-Production Items), delivery terms, delivery schedule, validity of offer, payment terms (except price details), acceptance for LD clause, etc. . Shall be put in a cover and superscribed as "Techno-Commercial Bid" for Enquiry No. Dt: *Due date*:
 3. Price Bid: Containing the price details shall be put in a separate cover and super scribed as "Price Bid" for Enquiry No: Dt:XX *Due Dt.XX*.
 4. 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: XXXXXXXXXXXX Dt:XX.XX.XX *Due Dt.XX.XX.XX*
 - 5.The vendor should clearly type-write / print their Telephone No. e-mail ID & contact person in the Techno commercial bid .
 - 6.Vendors are advised to carefully go through all the terms and conditions attached with this tender enquiry before filling the details in the format for Techno- commercial and price bid..
 - 7.Technical bid and price bid must be duly signed by vendor on each page with seal.
 8. 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.
 9. *Offer/s received after due date and time: 02:00 pm will not be considered under any circumstances.*
 10. Validity of quoted rates shall be maintained at least for 90 days from the date of Tender opening for ordering. If required, validity of the rates of items mentioned in tender notice should be extended by the vendors. Rates of items required should be quoted in round figure only.
 - 11.Vendors should authorize their representative to be present at the opening of the tender. The representative bust bring with him a letter of authority from the firm to be present at the time of opening of the tender.
 12. 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. The material should be delivered at BHEL Complex, Trichy by your carrier and at your own cost ***(Delivery condition like Ex-works / Ex-godown / Transportation of materials through transport carriers from your works upto the transport carrier's office at Tiruchy and taking delivery of goods by BHEL from such office of transport carriers, Transportation of materials on "TO PAY" basis etc is not acceptable to us)***
 13. 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.
 - 14.Payment Terms (Indigenous)
Stores:
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
- NOTE: 100% payment against dispatch document through bank/ 90% payment against through document through bank + 10% payment after acceptance of materials / Cheque payment / payment against proforma invoice/ advance payment /current cheque or post-dated cheque along with purchase order will not be accepted and those offers will not be considered.**
15. 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.
 16. *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.*
 17. *No revision of prices will be entertained after tenders are opened.*

18. 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

19. 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.

20. BHEL reserves the right to increase or decrease the tender quantity and split up the tender quantity among more than one vendor at the lowest acceptable price to BHEL and place order accordingly in any proportion at our own discretion.

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 re float 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. "All corrigenda, addend a, amendments, time extensions clarifications, etc. to the tender will be hosted on BHEL website (www.bhel.com) only (apart from unit website-if any). Bidders should regularly visit website(s) to keep themselves updated.

29. IMPORTANT NOTE:-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 are considered for evaluation

VENDORS CURRENTLY NOT REGISTER WITH BHEL TIRUCHY & WISH TO PARTICIPATE TO IN THIS ENQUIRY SHOULD FURNISH THE FOLLOWING DOCUMENTARY PROOF/INFORMATION ALONG WITH OFFER, OTHERWISE YOUR OFFER WILL NOT BE CONSIDERED FOR EVALUATION.

- a) Copy of Registration certificate.
- b) Banker's information with copy of Bank Pass Book first page.
- c) Complete postal address with Pin code.
- d) Contact person/ s, Phone No, Mobile no, Fax No, Email Id etc,
- e) Copy of statutory documents -VAT /TIN /EXCISE REGISTRATION / SERVICE TAX REGISTRATION /CST REGISTRATION etc.
- f) ISO certificate (if applicable)
- g) Copy purchase order & Experience certificate as proof of supply of similar item to any Govt.Agencies /PSU Organisations.
- h) Balance sheet for last three financial years along with audit reports is to be submitted.
- i) 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.


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

FORMAT

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	Should be accepted by vendor
2	PRICE QUOTED	FOR-DESTINATION BHEL STORES TRICHY -620014	Should be accepted Vendor
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 :	-----[-
12	For New Vendor (Annexure-A1)	Format to be filled	Yes/No
<p>It is certified that I have read and understood and will comply all instruction contained tender enquiry and its schedule</p> <p style="text-align: right;">Signature & Seal</p> <p style="text-align: right;">Telephone No: Mobile No. Email ID.</p>			



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