



ISO 9001:2000  
&14001:2004  
MAHARATNA  
COMPANY.

**MATERIAL MANAGEMENT(PURCHASE)  
CENTRAL FOUNDRY FORGE PLANT,BHEL  
RANIPUR, HARIDWAR (INDIA) – 249403**

Phone No.+91-1334-281277,284684 FAX No. 225892  
e-mail: ranjank@bhelhwr.co.in,kraj@bhelhwr.co.in,amitkg@bhelhwr.co.in

**OPEN TENDER**

M/S.....  
.....  
.....

**Sub: Tender Enquiry No. 3005P/940/5/0053P1.**

Dear Sir,

We are pleased to invite your offer in TWO PARTS strictly as per enclosed terms and conditions and **'Instruction to Bidders'** in sealed covers for the under mentioned equipment / systems.

Tender Enquiry No.	Description of Equipment	Qty. (No.)	Tender Opening date and time
3005P/940/5/0053P1	Heavy Duty Tubular Cooling Fan	08	15.06.2015 at 2.00 PM

1. Tender can be downloaded from web site [www.bhelhwr.co.in](http://www.bhelhwr.co.in) / [www.bhel.com](http://www.bhel.com) without any tender fee.
2. Tender opening date and time is indicated as above. Tenders in two part in line with **'Instruction to Bidders'** is required to be submitted on or before due date. On due date, tender can be submitted up to 1.45 PM and will be opened at 2.00 P.M. on same date in the Tender Room of Material Management Department, CFFP/BHEL, Haridwar.
3. BHEL will not be responsible for any type of postal delay .Please note that late offers shall not be accepted.
4. Other terms and conditions tender will be as per following attached tender documents:
  - Tender enquiry.
  - Annexure C of **'Instruction to Bidders'**.
  - Annexure A of commercial terms.
  - Annexure II of BG Format.
  - Annexure III of Consortium Bank List.
  - Annexure IV, A & B T&C regarding Indian agent of foreign suppliers.
  - Annexure D for e payment format.
  - Annexure E of price bid format.
  - Technical Specification no. FT/SP/65, Rev. 00

**NOTE:** The vendor should submit their best price at this stage itself and they will not be allowed to revise the price. Any revision / discount given by vendor subsequently will be ignored.

Any clarification on technical specifications can be obtained from BHEL before tender opening. Vendors are welcome to have pre-bid meeting with BHEL engineers for better understanding of our requirements

KINDLY READ "INSTRUCTIONS TO BIDDERS" **THOROUGHLY**. QUOTATION NOT IN ACCORDANCE WITH INSTRUCTIONS ARE LIABLE TO BE DISQUALIFIED AND IGNORED

Thanking You,

Yours Faithfully,

For & ON BEHALF OF CFFP/ BHEL, HARIDWAR

Amit Kumar Gupta  
Sr.Engr. (Purchase)



निविदा सूचना  
**TENDER ENQUIRY**

AA-17001

भारत हैवी इलैक्ट्रिकल्स लिमिटेड

**Bharat Heavy Electricals Ltd**

सेन्ट्रल फाउन्ड्री फोर्ज प्लांट- हरिद्वार - २४६४०३ (भारत)

**Central Foundry Forge Plant, Haridwar-249403 (INDIA)**

Phone : (0091) 01334- 281639,281385,285336

Fax : 01334 225892 / 226458

TIN NO. 05001763485

C S T NO. HR-5018287 Dt. 16-03-1995

निविदा सूचना सं. ENQUIRY NO.*	3005 P/ 940/5/0053P1	दिनांक Date	15-05-2015
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कृपया निम्नलिखित के लिए निविदा दें। PLEASE QUOTE FOR THE FOLLOWING :

M/S. :: DUE DATE 15-06-2015  
 Vendor Code 09285  
 INDIA

SL	MATERIAL CODE ITEM DESCRIPTION	QUANTITY	UNIT	LOTNO	LOT DELIVERY QTY SCHEDULE
1	FF4210315443 HEAVY DUTY TUBULAR COOLING FAN SPEC. NO.: FT/SP/65 REV 00 SPEC: FT/SP/65 REV 00 REV: ??	8	NO		

\*\* IMPORTANT: This enquiry is 2 part tender. Techno-Commercial bid (Part-1) & Price Bids (Part-2) should be submitted in separate envelopes. These two envelopes should be submitted in a common sealed envelope. Techno-Commercial Bid shall contain detailed Technical Specification, Drawings Technical documents, Catalogues, taxes & duties, payment terms, delivery period, Validity of offer, Replica of Price Bid (Copy of price bid without price part) etc. The confirmation to the special terms & conditions must be submitted alongwith Techno-Commercial bid.

Standard Instructions:

- TEST CERTIFICATE REQUIRED.
- GUARANTEE CERTIFICATE REQUIRED.
- BASIC RATES, TAXES DUTIES SEPERATELY
- CENVATABL DUPLICATE COPY OF INVOICE.

Special Instructions:

01. ATTACHMENT-
- ANNEXURE C OF GENERAL TERMS AND CONDITION.
  - ANNEXURE-A OF COMMERCIAL TERMS.
  - ANNEXURE E OF PRICE BID FORMAT.
  - ANNEXURE II OF BG FORMAT.
  - ANNEXURE III OF CONSORTIUM BANK LIST.
  - ANNEXURE IV , A & B FOR TERMS & CONDITION REGARDING INDIAN AGENT OF FOREIGN SUPPLIERS.
  - ANNEXURE D FOR E-PAYMENT FORMAT.
  - TECHNICAL SPECIFICATION NO. FT/SP/65, REV 00

General Instructions:

1. Please submit authorization letter (format enclosed) for facilitating e-payment/electronic transfer of funds
2. 100% payment within 30 days after receipt & acceptance of material at CFFP BHEL, Hardwar through e-payment.
3. CFFP/BHEL RESERVES THE RIGHT TO PRE-INSPECT THE MATERIAL AT VENDOR'S WORKS

Page No 1

★ महत्वपूर्ण : कृपया कोटेशन देने से पूर्व पीछे दिए गये अनुदेशों को ध्यानपूर्वक पढ़िये।

**IMPORTANT : PLEASE READ CAREFULLY THE INSTRUCTIONS GIVEN ON REVERSE BEFORE QUOTING**



निविदा सूचना  
**TENDER ENQUIRY**

AA-17001

भारत हैवी इलैक्ट्रिकल्स लिमिटेड  
**Bharat Heavy Electricals Ltd**  
सेन्ट्रल फाउन्ड्री फोर्ज प्लांट- हरिद्वार - २४६४०३ (भारत)  
**Central Foundry Forge Plant, Haridwar-249403 (INDIA)**

Phone : (0091) 01334- 281639,281385,285336 Fax : 01334 225892 / 226458

TIN NO. 05001763485  
C S T NO. HR-5018287 Dt. 16-03-1995

निविदा सूचना सं. ENQUIRY NO.*	3006 P/ 940/5/0063P1	दिनांक Date	15-05-2013
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कृपया निम्नलिखित के लिए निविदा दें। PLEASE QUOTE FOR THE FOLLOWING :

MATERIAL CODE      QUANTITY    UNIT      LOTNO  
ITEM DESCRIPTION

/ GODOWN/ PREMISES BEFORE DESPATCH.

4. ORIGINAL MANUFACTURER'S TEST CERTIFICATE IS REQUIRED ALONG WITH DESPATCH DOCUMENTS. IN CASE SUPPLIES ARE FROM TRADERS, IT SHALL BE THE RESPONSIBILITY OF THE TRADER TO PROVIDE ORIGINAL MANUFACTURER'S TEST CERTIFICATE WITH LINKAGE TO TRADER'S INVOICE STATING BATCH NO.

5. CFFP/BHEL Reserves the right to procure from more than one vendor.

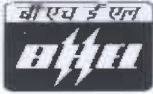
6. Please quote prices in figures & words both. In case the prices quoted in words and figures are different, the values indicated in words will be considered for evaluation & establishing L1 status.

\* The offers of the bidders who are on the banned list as also the offers of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on web site [www.bhel.com](http://www.bhel.com)

  
AMIT KUMAR GUPTA  
SR. ENGINEER

\* महत्वपूर्ण : कृपया कोटेशन देने से पूर्व पीछे दिए गये अनुदेशों को ध्यानपूर्वक पढ़िये।

**IMPORTANT : PLEASE READ CAREFULLY THE INSTRUCTIONS GIVEN ON REVERSE BEFORE QUOTING**



**GENERAL TERMS AND CONDITIONS OF TENDER ENQUIRY**

**ANNEXURE- C**

1. Submit the tender in two parts i.e.

**Part-I Techno-Commercial Bid**

**Part-II Price Bid**

Techno-Commercial (part one) & Price Bid (part two) should be put in separate sealed envelopes. Both envelopes should be super scribed with **Tender Number, Date of Opening & Technical / Commercial Bid** and **Price Bid** respectively along with name of firm.

Both the envelopes i.e. containing Techno-Commercial Bid and Price Bid should again be kept in one envelope super scribed again with Tender No. and Date of Opening and the name of firm submitting the tender. to **AGM (MM),Purchase Department ,CFFP ,BHEL Hardwar,Ranipur ,Hardwar 249403.Uttarakhand ,India** .It is responsibility of vendors to submit their offer in time. Late offer will not be considered.

*Part-I Envelopes super scribed with **Techno-Commercial Bid** must contain all information especially:-*

(a) Specification of the material offered should be strictly as per CFFP/BHEL specifications of Enquired material in tender documents. **Deviations if any must be indicated clearly in the offer. Rates to be quoted on FOR destination basis.**

(b) All commercial terms i.e. packing, forwarding, Custom Duty ,Additional Duty ,ST/STT/VAT/CST, Excise duty/CVD , Bank Charges, payment terms & Insurance etc as applicable should be clearly mentioned **except Price** .Also mention present rate of applicable taxes & duties even if inclusive in rates.

(c) Confirm to submit all required commercial documents (tax invoice, cenvatable duplicate copy of invoice, packing list, transit sale agreement etc.)& technical documents (TC/GC/QP etc.)

(d) Registration Numbers of SSI, Central Excise, Sales tax, Income tax, DGS & D, ECC etc.

(e) **Un-priced copy of Price Bid.**

*Part-II Envelopes super **scribed with Price Bid** should contain **priced copy of Price Bid**. The price should be mentioned both **in figures and words**.*

2. Authorized Signatory should authenticate all tender documents.

3. **Techno-commercial bid (Part-I)** will be opened on the due date at 2.00 PM. In the presence of participating vendors or authorized representatives, who may wish to be present. Representative deputed to witness tender opening must produce an authority letter from the signatory of offer. After evaluation of technical bids & finalization of technical, commercial terms & condition, price bid of only successful vendors will be opened. Priced bid opening date will be intimated separately.

4. The material offered must conform to the required BHEL specifications and drawings as well as instructions and details made available.

5. **Original Test Certificate & other related Documents** from the original Manufacturer's test certificate is to be confirmed in the offer itself which is to be submitted along with dispatch document.

06. CFFP/BHEL Hardwar reserves the right to accept or reject any or all tenders without assigning any reason there of.

07. Tenders not submitted in the prescribed manner are likely to be ignored/ rejected.

08. **Agent /Agency Commission:** Payment of any kind at any stage will not be made to Agent on account of agent commission or otherwise by CFFP BHEL Hardwar.

09. **Inspection:** CFFP BHEL Hardwar inspection after receipt shall be final and binding. BHEL reserve the right to pre-inspect at Vendor's works or BHEL may nominate any testing house for inspection..

10. Dispatching port & Country to be mentioned.

11. Vendor must submit the annual report giving the audited profit or loss account and balance sheet for last three financial years including current year ending.

The vendors who are registered with any unit of BHEL, India, in related category shall give the details also.

12. CFFP may assess the company profile before placement of purchase order as per BHEL practice and / or procedures wherever felt necessary.

Commercial Terms

Item - Heavy Duty Tubular Cooling Fan

Quantity - 08 Nos.

Confirmation/comments on the conditions given below are mandatory. Please confirm the following or else your offer is liable to be rejected.

	Description	Vendor comment /Confirmation
1	Material shall be supplied as per enquiry no 3005 P/940/4/0053P1 in all respects without any deviation. Point wise reply / confirmation of attached specification no. FT/SP/65 Rev 00 is required to be submitted along with offer.	
2	Guarantee for trouble free operation of the equipment for a period of 12 month from the date of commissioning is required from supplier.	
3	Pre dispatch inspection (PDI) of material is required at vendor's works. The material will be dispatched only after getting clearance from BHEL. Vendor will give PDI call to CFFP/BHEL at least 15 days in advance.	
4	<p><b>Delivery Term:</b></p> <p>a) <b>For Indian supplier:</b> FOR Destination basis, destination being Stores/CFFP/BHEL Haridwar.</p> <p>b) <b>For Foreign supplier:</b> Must be essentially be FOB- Sea port of dispatch. Dispatching port &amp; country to be mentioned essentially in the offer. Sea freight charges and inland freight (in India) &amp; insurance for import will be arranged by CFFP/BHEL Haridwar. Total weight – Gross / Net in Kg of packages, Packages size / dimensions essentially should be indicated in the offer. Transportation &amp; insurance charges will be calculated on the basis of same to decide L1 offer. In case any additional charges incurred by CFFP/BHEL later on due to change/deviation in packages weight/size, actual difference will be vendors account.</p> <p>Quoted rate should be inclusive of the charges like freight, service tax on freight, insurance, packing &amp; forwarding etc. <u>for the delivery term</u> given above or else proper loading.</p>	
5	<p><b>Payment Terms:</b></p> <p><b>Indigenous Supplier:</b> 80% payment of Supply value shall be made within 45 days from the date of receipt of material at CFFP, BHEL. Balance 20% of Supply value plus 100% of the erection &amp; commissioning (E&amp;C) charges will be paid against E&amp;C certificate issued by BHEL and submission of Performance Bank Guarantee (PBG) valid for 30 days beyond the warranty period by Supplier.</p> <p><b>For foreign supplier:</b> 80% payment of supply value shall be paid on dispatch through USANCE LC on 70th day of bill of lading date and 20% of supply value plus 100% of the erection &amp; commissioning (E&amp;C) charges will be paid through trunk transfer after receipt of Performance Bank Guarantee (PBG) valid for 30 days beyond the warranty period by Supplier. All bank charges shall be to vendor's account.</p> <p><b>PBG</b> is required from any of the Consortium Banks of BHEL for 10% of total PO Value in the prescribed Format. The PBG confirmation charges shall be borne by vendor.</p> <p>* Format and list of consortium bank is attached. * In case vendor does not agree, proper loading shall be done.</p>	
6	Validity of offer: Minimum 180 days from tender opening date.	
7	Prices shall be firm till execution of Order.	

8	Provide name of contact person, mobile no. & email address.	
9	<b>LATE DELIVERY PENALTY CLAUSE (LD):</b> Penalty for late delivery shall be applicable @ 0.5% per week and part thereof subject to a maximum of 10% of total P.O. value (Total material cost + packing and forwarding + freight + E&C) from the date of scheduled delivery of Purchase Order.	
10.	E&C value should be quoted separately by bidders. In case where quoted value of E&C is less than 5.0 % of basic Equipment cost or separate E&C values are not mentioned in the offer, value for E&C portion shall be considered 5.0 % of basic Equipment cost & accordingly supply value will be adjusted from that quoted value.	
11.	Replica of price bid ( <b>without price part</b> ) required along with technical offer.	
12.	Disputes: In event of any dispute arising out of contractual obligation, the order being finalized at Haridwar, India will be subject to Indian laws and falls under jurisdiction of the court of Law at Haridwar, India. The overseas supplier hereafter referred to as "Vendor" shall therefore abide by the verdict of court of Law at Haridwar, India.	
13.	Delivery of material will be required within 120 days (105 days + 15 days for arranging PDI at vendor works) from purchase order date.	
14.	For new vendors who are not registered with CFFP BHEL Haridwar, duly filled "Supplier Registration Form" (available at <a href="http://www.bhel.com">www.bhel.com</a> ) with all the supporting documents has to be submitted along-with techno-commercial bid of offer. Please confirm that SRF is being submitted with your offer, if applicable. Please note that, if in any case duly filled up SRF along-with all the supporting documents is not received within 15 days of tender opening, offer will liable to be ignored.	
15.	BHEL will prefer to deal directly with foreign vendor/ original manufacturer. In case, vendor engages any Indian agent or take service of any Indian agent, copy of agent agreement required along with offer in line with Annexure-IV attached.	
16.	<b>Pre-Qualification Criteria (PQC):</b> a) Offer shall be considered from manufacturers only. b) Supplier should have supplied minimum 25 nos. of Tubular cooling fans of fan size 700mm or above with motor power 12HP or more, in last 5 years (01.04.2010 to 31.03.2015). Documentary proof for the same to be submitted.	
17.	<b>Conditions for opening of Price:-</b> 1. BHEL reserves the right to go for Reverse Auction (RA) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. All bidders to give their acceptance for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA. 2. In case BHEL decides to go for Reverse Auction, Only those bidders who have given their acceptance to participate in RA will be allowed to participate in the Reverse Auction. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit "online sealed bid" in the Reverse Auction. Non-submission of "online sealed bid" by the bidder will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue. 3. In case BHEL decides to go for Reverse Auction, the H1 bidder (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process.	
18.	- In case any column is left blank, it shall be deemed to be accepted by vendor.  - If any difference is found for any term and condition in the offer and this annexure "A", the terms quoted in this annexure "A" shall be deemed as final and binding on vendor.  - Evaluation shall be on the basis of delivered cost (i.e.) "total cost to BHEL".	

Date:

Signature with Seal of the Company.

**Price bid Format**

**Annexure- E**

S.N.	Parameters	Cost per unit
1	Main Equipment cost complying all parameters of technical specification.	
2	Erection and commissioning charges (min 5 % of basic Equipment cost).	
3	Applicable Taxes and duties.	Excise Duty.....
		CST.....
		Any other.....
4	Freight and transit insurance charges upto CFFP BHEL Haridwar Stores inclusive of service tax.	

**NOTE:**

A.	Copy of this sheet <b>without price part</b> must be submitted alongwith techno-commercial offer.
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Signature with seal of company.

**Proforma for Bank Guarantee**

In consideration of the Bharat Heavy Electrical Limited Siri fort N. Delhi through Division CFFP Hardwar (hereinafter called the Company') having agreed to exempt----- Contractor' which term includes 'Suppliers' for the purpose of this Bond) from the demand under the terms and conditions of an Agreement no / PO no ----- date. ----- made between -----and ----- for (hereinafter called 'the said Agreement') of Security Deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. ----- (Rupees-----only).

1. We, \_\_\_\_\_ (Indicate the name of the Bank) (hereinafter referred to as 'the Bank') at the request \_\_\_\_\_ (Contractor (s) do hereby undertake to pay to the Company an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the said Contractor (s) of any of the terms and conditions contained in the said Agreement.
2. We, \_\_\_\_\_ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Company stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Company by reason of breach by the said Contractor(s), of any of the terms of conditions contained in the said Agreement or by reason of the contractor(s), failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.
3. We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, \_\_\_\_\_ (indicate the name of the Bank) further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall

continue to be enforceable till all the dues of the Company under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till \_\_\_\_\_ Office / Department / Division of Bharat Heavy Electrical Limited certifies that the terms and conditions of the said Agreement have been fully and property carried out by the said contractor(s) and accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_ we shall be discharged from all the liability under this guarantee thereafter.

5. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree with the Company that the Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the power exercisable by the company against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of the company or any indulgence by the company to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We, \_\_\_\_\_ (indicate the name of the bank) \_\_\_\_\_ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Company in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_

For \_\_\_\_\_ (indicate the name of the bank) \_\_\_\_\_

<b>LIST OF BHEL CONSORTIUM BANK</b>	
<b>1</b>	<b>State Bank of India</b>
<b>2</b>	<b>Canara Bank</b>
<b>3</b>	<b>Bank of Baroda</b>
<b>4</b>	<b>Punjab National Bank</b>
<b>5</b>	<b>State Bank of Hyderabad</b>
<b>6</b>	<b>State Bank of Travancore</b>
<b>7</b>	<b>Corporation bank</b>
<b>8</b>	<b>Syndicate Bank</b>
<b>9</b>	<b>Indian Bank</b>
<b>10</b>	<b>Oriental Bank of Commerce</b>
<b>11</b>	<b>UCO bank</b>
<b>12</b>	<b>Central bank of India</b>
<b>13</b>	<b>IDBI Ltd.</b>
<b>14</b>	<b>HDFC Bank Ltd.</b>
<b>15</b>	<b>ICICI Bank Ltd.</b>
<b>16</b>	<b>Kotak Mahindra Bank ltd</b>
<b>17</b>	<b>The Federal bank Limited</b>
<b>18</b>	<b>Abn-Amro Bank</b>
<b>19</b>	<b>Citi Bank</b>
<b>20</b>	<b>HSBC</b>
<b>21</b>	<b>Deutsche Bank</b>
<b>22</b>	<b>Standard Chartered Bank</b>
<b>23</b>	<b>United bank of India</b>
<b>24</b>	<b>Vijaya Bank</b>
<b>25</b>	<b>Union Bank of India</b>
<b>26</b>	<b>Bank of India</b>
<b>27</b>	<b>Andhra Bank</b>
<b>28</b>	<b>Punjab &amp; Sind Bank</b>
<b>29</b>	<b>Axis Bank</b>

**Terms and conditions regarding Indian agent of foreign suppliers:**

01. BHEL shall deal directly with foreign vendors, wherever required, for procurement of goods. However, if the foreign principal desires to avail of the services of an Indian agent, then the foreign principal should ensure compliance to regulatory guidelines- which require mandatory submission of an Agency agreement.
02. It shall be incumbent on the Indian agent and the foreign principal to adhere to the relevant guidelines of Government of India, issued from time to time.
03. The agency agreement should specify the precise relationship between the foreign OEM/Foreign principal and their Indian agent and their mutual interest in the business. All services to be rendered by agent/associate, whether of general nature or in relation to the particular contract, must be clearly stated by the foreign supplier / Indian agent. Any payment, which the agent or associate receives in India or aboard from the OEM, whether as commission or as a general retainer fee should be brought on record in the agreement and be made explicit in order to ensure compliance to laws of the country.
04. Any agency commission to be paid by BHEL to the Indian agent shall be in Indian currency only.
05. Tax deduction at source is applicable to the agency commission paid to the Indian agent as per the prevailing rules.
06. In the absence of any agency agreement, BHEL shall not deal with any Indian agent (authorized representatives/ associate/consultant, or by whatever name called) and shall deal directly with the foreign principal only for all correspondence and business purposes.
07. The "Guidelines for Indian Agents of Foreign Suppliers" enclosed at annexure- 'A' shall apply in all such cases.
08. The supply and execution of the Purchase Order (including indigenous suppliers/service) shall be in the scope of the OEM/ Foreign principal. The OEM/ Foreign principal should submit their offer inclusive of all indigenous suppliers/services and evaluation will be based on 'total cost to BHEL'. In case OEM/ foreign principal recommends placement of order(s) towards indigenous portion of supplies/services on Indian Supplier (s)/ agent on their behalf, the credentials/capacity/capability of the Indian Supplier (s)/ agent to make the supplies/Services shall be checked by BHEL as per the extant guidelines of Supplier Evaluation, Approval and Review Procedure (SEARP), before opening of price bids. In this regards, details may be checked as per Annexure- 'B' (copy enclosed). It will be the responsibility of the OEM/ Foreign Principal to get acquainted with the evaluation requirements of Indian supplier/agent as per SEARP available on [www.bhel.com](http://www.bhel.com).

The responsibility for successful execution of the contract (including indigenous supplies/services) lies with the OEM/ foreign principal. All bank guarantees to this effect shall be in the scope of the OEM/Foreign principal.

**Guidelines for Indian Agents of Foreign Suppliers**

- 1.0 There shall be compulsory registration of agents for all Global (Open) Tender and Limited Tender. An agent who is not registered with BHEL shall apply for registration in the registration form in line with SEARP.
  - 1.1 Registered agents will file an authenticated Photostat copy duly attested by a Notary Public/Original certificate of the Principal confirming the agency agreement and giving the status being enjoyed by the agent and the commission/ remuneration/ salary/ retainership being paid by the principal to the agent before the placement of order by BHEL.
  - 1.2 Wherever the Indian representatives have communicated on behalf of their principals and the foreign parties have stated that they are not paying any commission to the Indian agents, and the Indian representative is working on the basis of salary or as retainer, a written declaration to this effect should be submitted by the party (i.e. Principal) before finalizing the order.
- 2.0 Disclosure of particulars of agents/ representatives in India, if any.**
- 2.1 Tenderers of Foreign nationality shall furnish the following details in their offers:
    - 2.1.1 The Bidder(s)/ Contractor(s) of foreign origin shall disclose the name and address of the agents/ representatives in India if any and the extent of authorization and authority given to commit the Principals. In case the agent/ representative be a foreign Company, it shall be confirmed whether it is existing Company and details of the same shall be furnished.
    - 2.1.2 The amount of commission/ remuneration included in the quoted price(s) for such agents/ representatives in India.
    - 2.1.3 Confirmation of the Tenderer that the commission/ remuneration, if any, payable to his agents/ representatives in India, may be paid by BHEL in Indian Rupees only.
  - 2.2 Tenderers of Indian Nationality shall furnish the following details in their offers:
    - 2.2.1 The Bidder(s)/ Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any, indicating their nationality as well as their status, i.e. whether manufacturer or agents of manufacturer holding the Letter of Authority of the Principal specifically authorizing the agent to make an offer in India in response to tender either directly or through the agents/ representatives.
    - 2.2.2 The amount of commission/ remuneration included in the price (s) quoted by the Tenderer for himself.
    - 2.2.3 Confirmation of the foreign principals of the Tenderer that the commission/ remuneration, if any, reserved for the Tenderer in the quoted price(s), may be paid by BHEL in India in equivalent Indian Rupees on satisfactory completion of the Project or supplies of Stores and Spares in case of operation items.
  - 2.3 In either case, in the event of contract materializing, the terms of payment will provide for payment of the commission/ remuneration, if any payable to the agents/ representatives in India in Indian Rupees on expiry of 90 days after the discharge of the obligations under the contract.
  - 2.4 Failure to furnish correct and detailed information as called for in paragraph 2.0 above will render the concerned tender liable to rejection or in the event of a contract materializing, the same liable to termination by BHEL. Besides this there would be a penalty of banning business dealings with BHEL or damage or payment of a named sum.

---X---

This format is applicable only to Indian Suppliers/ Agents supplying indigenous portion of Foreign Purchases.

\* In all other cases, extant guidelines of SEARP, 2010 are to be followed.

SEARP (SRF) Clause No	Detail
	<b>Name &amp; address of the firm</b>
1.0	<b>Products/ Systems / Services being considered for</b>
2.0	<b>General Information</b>
2.2	Name of Chief Executive
2.3	Details of authorized signatory
3.0	<b>Ownership Information</b>
3.1	Type of firm
3.2	Nature of Business <ul style="list-style-type: none"> <li>• <i>Attach <b>authorization letter</b> and <b>agency agreement</b> from Principal ( from whom capital equipment is procured)</i></li> <li>• <i>Attach copy of declaration from Foreign Principal for <b>total guarantee/ warranty of indigenous supplies</b></i></li> </ul>
3.3	Year of establishment
3.4	Year of commencement of business
4.0	<b>Registration particulars</b>
4.1	Permanent Account No.
4.2 / 4.3	Sales Tax / TIN no
4.6	Service tax no. (in case of E&C)
5.0	<b>Organisational strength</b>
6.0	<b>Other particulars</b>
6.1	If the company is already registered with other units
6.2	Directors/ Partners, if related to any BHEL Employee
6.9	If any Ex BHEL Personnel employed by the Company
6.12	Details of pending legal issues with BHEL
6.13	Bank Account information
9.0	<b>Financial information</b>
9.6	Sales/ Turnover details of last 3 years (or from the date of incorporation whichever is less )

---X---

AUTHORISATION LETTER  
FOR E-PAYMENT/ELECTRONIC FUNDS TRANSFER (EFT/RTGS)  
PLEASE FILL UP THE FORM IN CAPITAL LETTERS ONLY

TYPE OF REQUEST (Tick One)  CREATE  CHANGE

BHEL Vendor/ Supplier Code	
Company's Name	
Address	
City	
Pincode	
State	
Contact Person(S)	
Telephone NO.	
FAX. No.	
e-mail id	
1. Bank Name	
2. Bank Address	
3. Bank Telephone No.	
4. Bank Account No.	
5. Account Type.	
6. Bank's Branch Code	
7. Bank Swift Code (aplicable to EFT only)	
8. Enclose blank cancelled cheque	<input type="checkbox"/>

DECLARATION

1. I as representative/Owner of the above named company, hereby authorize BHEL CFFP, Ranipur, Haridwar to electronically make payments to the designated bank account. hereby certify that the particulars given above are true, complete and correct.
- (2) If the transsation is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold BHEL/transfereing Bank responsible.
3. This authority remains in full force untill BHEL, CFFP, Ranipur, Haridwar receives & acknowledge written notification requesting a change or cancellation.
4. I have read the contents of the covering letter and agree to discharge the responsibility expected of me as a participant under E-payment/EFT/RTGS.

Date:  
Authorized Signatory  
Designation

Company Seal

Verification By Bank

FF4210315443



**BHARAT HEAVY ELECTRICAL LIMITED**  
**CENTRAL FOUNDRY FORGE PLANT**

**SPECIFICATION FOR HEAVY DUTY TUBULAR COOLING FAN**  
**SPECIFICATION NO. FT/SP/65 REV 00**

**1.0 DESCRIPTION**

The specification governs the requirement of Heavy Duty Tubular cooling fans.

**2.0 OBJECTIVE**

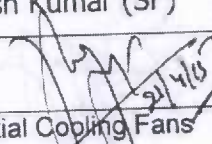
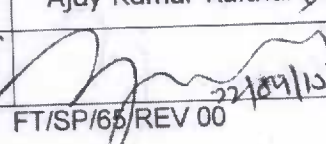

The furnace cooling fan shall be used for air quenching of steel castings (thickness upto 600 mm) during hardening operation of Heat Treatment. They shall be placed over stands and shall be started for directing cool air over the heated castings placed over furnace bogie.

**3.0 SCOPE**

Scope of supply includes design, manufacture, supply, erection and commissioning of the fans at CFFP. The stands are not in scope of supply. The technical and general requirements of the fans are given below. The supplier shall give guarantee for trouble free operation of fan for period of twelve months from the date of commissioning of the unit.

**4.0 TECHNICAL REQUIREMENTS**

- 4.1 **Size** – 900 mm. RPM – 1440.
- 4.2 **Air Delivery** – 32,000 Cubic Meter/Hr.
- 4.3 **Motor** – Marathon / ABB / Kirloskar / Siemens make, 15 HP, 4 pole, TEFC sq. cage induction foot mounted motor, suitable for operation on 415 Volts, 3 phase, 50 Hz A.C.
- 4.4 **Starter** – Suitable star delta starter SIEMENS / L&T / Legrand make. Starter to be fitted firmly on wall / column and not locally on fan.
- 4.5 Fan should have tilting arrangement for directing the flow of air upto 15 degrees above and below the horizontal axis.

Prepared by		Approved by
Rajesh Kumar (SF)	Ajay Kumar Kaithal (SF-M&S)	Tushar Dave(FT & PS)
 21/4/15	 22/04/15	 21.4.15
Tubual Axial Cooling Fans FT/SP/65/REV 00		Date: 21.04.2014

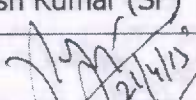
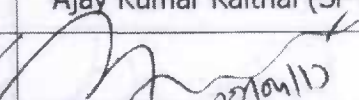
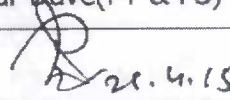
- 4.6 Blade to be protected from front side by mesh/net.
- 4.7 Proper lifting arrangement should be provided over the fan casing for shifting of fans using EOT cranes.
- 4.8 The fans should have inbuilt arrangement (e.g., pedestals) for placement over stands in the shop floor.
- 4.9 **Material Construction:**
  - 4.9.1 **Casing:** Cast Steel 3 mm. minimum thickness.
  - 4.9.2 **Blade:** Cast aluminum alloys.

## 5.0 GENERAL REQUIREMENTS

- 5.1 Commissioning and performance proving at BHEL/CFFP works is to be done by the supplier. Performance proving shall be done by using the fans during two numbers quenching cycles.
- 5.2 The furnace cooling fan should be supplied in suitable packing to avoid any damage during handling, transit and storage.

## 6.0 INSPECTION, DEVIATION AND REPLACEMENT

- 6.1 The equipment shall be inspected at CFFP, BHEL which will be binding on supplier. If the equipment received at CFFP is not found in accordance with the requirements, it shall be rejected.
- 6.2 BHEL reserves the right to inspect equipment at site before despatch. The supplier shall give prior intimation in such case. The supplier shall submit a copy of test certificate in advance of the equipment offered for inspection. However inspection at BHEL, CFFP shall be final. The supplier shall offer BHEL representative all reasonable test facilities without charge to satisfy the latter that the equipment is being furnished in accordance with this specification.
- 6.3 For any deviation from the specification demanded by the supplier, prior approval of BHEL must be obtained in writing.

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Tubual Axial Cooling Fans FT/SP/65 REV 00

Date: 21.04.2014

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