



ISO 9001:2008  
& 14001:2004  
NAVARATNA  
COMPANY

**MATERIAL MANAGEMENT (PURCHASE)  
CENTRAL FOUNDRY FORGE PLANT, BHEL HARDWAR**

RANIPUR, HARIDWAR (INDIA) – 249403

Phone No. +91-1334-281277/284684/284548, FAX No. 225892

e-mail : [ranjank@bhelhwr.co.in](mailto:ranjank@bhelhwr.co.in); [rohith\\_v@bhelhwr.co.in](mailto:rohith_v@bhelhwr.co.in);  
[v\\_kumar@bhelhwr.co.in](mailto:v_kumar@bhelhwr.co.in)

**Sub:** Tender Enquiry No: 5426P/940/5/0473C1 due on 21.12.2015, at 2.00 PM

Dear Sir,

We are pleased to invite offer as per enclosed specifications with terms and conditions in sealed covers for the under mentioned items.

SI No	Tender No	Description of Material	Qty	Date & Time of Opening
01	5426P/940/5/0473C1	Ceramic Fibre Cloth	800 Mtr.	21.12.2015 at 2.00 PM

**KINDLY READ TERMS AND CONDITIONS. OFFER NOT IN ACCORDANCE WITH THE INSTRUCTIONS IS LIABLE TO BE DISQUALIFIED OR IGNORED.**

Please visit [www.bhel.com](http://www.bhel.com) or [www.bhelhwr.co.in](http://www.bhelhwr.co.in) for more details and tender documents.

Unregistered vendors should download Vendor Registration Form and submit same duly filled along with offer.

Thanking You,

Yours Faithfully,

For & On behalf of CFFP, BHEL, Hardwar

(Vipin Kumar)  
Engineer (Purchase)

**Note:** Corrigendum if any shall not be published, kindly refers websites for any changes.



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.*	5426 P/ 940/5/0473C1	दिनांक Date	30-11-2015
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कृपया निम्नलिखित के लिए निविदा दें। PLEASE QUOTE FOR THE FOLLOWING :

M/S. ::

DUEDATE

21-12-2015

::

:

Vendor Code

09285

INDIA

SL	MATERIAL CODE ITEM DESCRIPTION	QUANTITY	UNIT	LOTNO	LOT DELIVERY QTY SCHEDULE
1	FF2558000020 CERAMIC FIBRE CLOTH TYPE "A" F IBRE GLASS REINFORCED. Spec <del>rev not available</del> ?????????????????? FF 05112 Rev 01 SIZE: 3.0 MM DIM.: S	300	ME		
2	FF2558000039 CERAMIC FIBRE CLOTH TYPE "B" S S WIRE REINFORCED. Spec <del>rev not available</del> ?????????????????? FF 05112 Rev 01 SIZE: 3.0 MM DIM.: S	500	ME		

\*\* 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.

INSP AFTER RECPT AT CFFP.

## Special Instructions:

(A) VALIDITY OF OFFER SHOULD BE MIN 90 DAYS FROM DATE OF OPENING.

(B) OFFER MUST BE SUBMITTED STRICTELY IN LINE WITH SPECIFICATION, TERMS &amp; CONDITIONS OF ENQUIRY ELSE OFFER MAY LIKELY BE IGNORED.

(C) ALL TAXES/DUTIES/LEVIES ETC. MUST BE SPECIFIED SEPERATELY IN AMOUNT OR IN PERCENTAGE. INCOMPLETE OFFER SHALL NOT BE ACCEPTABLE.

(D) SAMPLE REQUIRED.

(E) SPECIFICATION ARE ENCLOSED.

*B. Jain*  
30/11/15

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 फॉर्ज 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.*	5426 P/ 940/5/0473C1	दिनांक Date	30-11-2015
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कृपया निम्नलिखित के लिए निविदा दें। PLEASE QUOTE FOR THE FOLLOWING :

MATERIAL CODE	QUANTITY	UNIT	LOTNO
ITEM DESCRIPTION			

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, Haridwar through e-payment.
  3. CFFP/BHEL RESERVES THE RIGHT TO PRE-INSPECT THE MATERIAL AT VENDOR'S WORKS / 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.
  7. 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 suspected immediately bring to the notice of BHEL Management about any fraud as soon as it comes to their notice.
- \* 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)
- \*In case of rejection of material after receipt at CFFP, vendor / supplier is rejected material at their cost within 45 days from the date of rejection memo / note.
- \*If vendor / supplier fails to take back the rejected material from CFFP within 90 days from the date of rejection memo / note, CFFP has the right to dispose off the rejected material at the risk & cost of the vendor / supplier and no further claim for the rejected material will be entertained.

  
VIPIN KUMAR  
ENGINEER (PUR)

SUPERSEDES INVENTORY NO.  
 सामग्री सूची संख्या को अधिकतम करना है

## CERAMIC FIBRE CLOTH FOR USE IN FOUNDRIES

### 1. General:

This specification covers the requirement of Ceramic fibre cloth for use in foundries.

### 2. Application:

To minimize heat loss from castings/forgings at elevated temperature (upto 450 °C) under different stages of manufacturing processes, e.g., gas cutting, welding, etc. when covered with the fabric. The same piece of cloth shall be used at least three times continuously covering the hot casting/forging for 15-20 days each.

### 3. Compliance with national standard:

- There is no national standard available for this item.

### 4. Physical Properties:

4.1 The ceramic fibre cloth should be made of fiber, absolutely free from grit/globule/rocky matter. Eco-friendly carrier fibre / Vermiculite with no asbestos/ organic binder permitted to improve weaving characteristics. The ceramic fibre cloth may be reinforced with fiberglass or stainless steel wire. On the basis of thickness & reinforcement media, the ceramic fabric categories are as follows

- 4.1.1 **Type "A"** : Reinforced with Fiber glass, Thickness = 3.0 mm
- 4.1.2 **Type "B"** : Reinforced with SS Wire, Thickness = 3.0 mm
- 4.1.3 **Type "C"** : Reinforced with Fiber glass, Thickness = 2.0 mm
- 4.1.4 **Type "D"** : Reinforced with SS wire, Thickness = 2.0 mm

4.2 Ceramic Fabric shall be free from asbestos content.

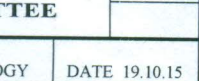
4.3 Width: 1000 mm , -10 mm/+100 mm.


4.4 Thickness : For type A & B : 3.0 mm , - 0.3 mm/ +1.0 mm  
 For type C & D : 2.0 mm , - 0.2 mm/ +0.75 mm



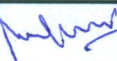
4.5 Weight : For type A & B : 1.5 Kg / Sq Meter, - 8% /+ no limit (vendor shall specify)  
 For type C & D : 1.0 Kg / Sq Meter, - 8% /+ no limit (vendor shall specify)




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स्वत्वाधिकार एवं गोपनीयता इस प्रलेख में दी गई सूचना भारत हेवी इलेक्ट्रिकल्स की सम्पत्ति है इसका प्रत्यक्ष एवं अप्रत्यक्ष रूप से किसी भी तरह प्रयोग, जो कि कंपनी के हित में हानिकारक हो न किया जाए ।

दिनांक एवं हस्ताक्षर SIGN & DATE	RMI MPIC CHAIRMAN CPSC	SN GHOSH AK KUSHWAHA VK AGARWAL	  	अनुवादक TRANSLATED BY निर्माणकर्ता WORKED BY जांचकर्ता CHECKED BY पर्यवेक्षणकर्ता SUPERVISED BY	SUSHANT PANDEY ANIL SHARMA VK AGARWAL	  
सामग्री सूची संख्या INVENTORY	सहमत विभाग AGREED DEPTT.	नाम NAME	दिनांक एवं हस्ताक्षर DATE & SIGNATURE	स्वीकृति : संस्थान मानक समिति APPROVED : <b>PLANT STANDARDS COMMITTEE</b>		
				PREPARED : WELDING TECH	ISSUED : WELDING TECHNOLOGY	DATE 19.10.15

SIGN & DATE		संस्थान क्रय विनिर्देश (सी.एफ.एफ.पी – हरिद्वार) <b>PLANT PURCHASE SPECIFICATION</b> (CFFP - HARDWAR)	<b>FF09112 Rev 01</b> पृष्ठ का <b>Page 2 of 6</b>	
SUPERSEDES INVENTORY NO. सामग्री सूची संख्या को अधिकृत करता है	<p><b>5. Tests</b></p> <p>5.1 Moisture Content: 2.5% Max when dried at 104°C for one hour.</p> <p>5.2 Loss on ignition: The amount of further loss on ignition of a portion of the dried sample, as determined by heating it in an open crucible in a muffle furnace for 30 minutes, at bright cherry red heat (850 ± 25 °C) shall not be more than 25% by weight of the original undried sample.</p> <p><b>6. Acceptance:</b></p> <p>6.1 For technical scrutiny vendor shall submit Annex –B along with offer.</p> <p>6.2 All vendors shall submit samples of size 3.0 M x 1.0M for shop trial along with their offer. Acceptance shall be on the basis of tests at Clause 4 &amp; 5 as well as shop trial at both technical scrutiny stage and at the time of bulk supply.</p> <p><b>7. Inspection, Deviation &amp; Replacement</b></p> <p>7.1 BHEL reserves the right to inspect material at vendor/manufacturers' premises before despatch. The supplier shall intimate in advance about readiness of material enclosing a copy of test certificate of the material offered for inspection. However inspection at BHEL shall be final. The supplier shall offer BHEL representative all reasonable test facilities without charge to satisfy the latter that the material being furnished is in accordance with this specification. The supplier shall prepare and provide necessary test specimens for testing to be carried out at his premises. If facilities are not available at his works, the supplier shall make necessary arrangements for carrying out the prescribed tests elsewhere.</p> <p>7.2 Final acceptance of the material shall be only after tests carried out at BHEL/CFFP as per Clause 4, 5, 6 and 7 and shall be binding on the supplier.</p> <p>7.3 If the material received at CFFP is not found in accordance with the requirements, it shall be rejected and the supplier will have to replace it free of cost at the earliest.</p> <p>For any deviation from the specification sought by the supplier, prior approval of BHEL must be obtained in writing.</p> <p><b>8. Test Certificate</b></p> <p>8.1 Unless otherwise specified, one original and three copies of original manufacturer's test certificates shall be supplied with each consignment bearing the following information. In order to facilitate quick clearance of material, the supplier shall ensure to send a copy of test certificate along with despatch document.</p>			
COPYRIGHT AND CONFIDENTIAL The information on this documents is the property of Bharat Heavy Electrical Limited. It must not be used directly or indirectly in any way detrimental to the interest of the company	<p>स्वत्वाधिकार एवं गोपनीयता</p> <p>इस दस्तावेज में दी गई सूचना भारत हेवी इलेक्ट्रिकल्स की संपत्ति है। इसका प्रयोग एवं प्रकाशक रूप से किसी भी तरह प्रयोग, जो कि कंपनी के हित में हानिकारक हो न किया जाए।</p>			
	हस्ताक्षर एवं तिनांक SIGN & DATE	<p>निर्माणकर्ता          WORKED BY SUSHANT PANDEY</p> <p>जांचकर्ता          CHECKED BY ANIL SHARMA</p>		
सामग्री सूची संख्या	<p>19/10/13</p> <p>19/11/13</p>			

दिनांक एवं हस्ताक्षर SIGN & DATE		संस्थान क्रय विनिर्देश (सी.एफ.एफ.पी – हरिद्वार)  <b>PLANT PURCHASE SPECIFICATION</b> (CFFP - HARDWAR)	<b>FF09112 Rev 01</b>  पृष्ठ का Page 3 of 6		
सामग्री सूची संख्या को अधिकांशित करता है SUPERSEDES INVENTORY NO.	<ul style="list-style-type: none"> <li>a. BHEL PO No. with Date</li> <li>b. Specification No.</li> <li>c. Supplier reference / trade mark</li> <li>d. Identification No. / Batch No.</li> <li>e. Properties as per Clause 4, 5 &amp; 6</li> <li>f. Any other specific information which the supplier would like to convey.</li> </ul>				
<b>COPYRIGHT AND CONFIDENTIAL</b> The information on this document is the property of Bharat Heavy Electrical Limited. It must not be used directly or indirectly in any way detrimental to the interest of the company	8.2 Suppliers other than the original manufacturer shall ensure providing original manufacturer's test certificates with linkage to supplier's invoice stating the batch No., lot No., etc of the supply.				
	<b>9. Packaging &amp; Marking</b>  9.1 The material should be supplied in rolls of linear length 30 meter. The roll should be packed first with polythene and then wrapped with hessian cloth. Packing shall be that of the original manufacturer.  9.2 Each roll shall be clearly marked with the following: <ul style="list-style-type: none"> <li>a) Supplier's name and Trade mark in every running meter.</li> <li>b) Batch Number</li> <li>c) Total running meter in roll</li> </ul>				
स्वत्वाधिकार एवं गोपनीयता इस प्रलेख में दी गई सूचना प्राप्त होती है। इसका प्रलेख एवं अप्रलेख रूप से किसी भी तरह प्रयोग, जो कि कंपनी के हित में हानिकारक हो न किया जाए।	<b>10. Special Requirement</b>  10.1 "Material Safety Data Sheet" to be provided along with the Test Certificate. 10.2 Certificate confirming that material not content any asbestos product.				
	हस्ताक्षर एवं दिनांक SIGN & DATE				
सामग्री सूची संख्या INVENTORY		निर्माणकर्ता WORKED BY	SUSHANT PANDEY		13/10/15
		जांचकर्ता CHECKED BY	ANIL SHARMA		19/10/15

दिनांक एवं हस्ताक्षर SIGN & DATE		संस्थान क्रय विनिर्देश (सी.एफ.एफ.पी – हरिद्वार)  <b>PLANT PURCHASE SPECIFICATION</b> (CFFP - HARDWAR)	<b>FF09112 Rev 01</b>  पृष्ठ का Page 4 of 6	
सामग्री सूची संख्या को अधिकारित करता है	SUPERSEDES INVENTORY NO.	<p align="center"><b>ANNEXURE A</b></p> <p align="center"><b>PROCEDURE FOR SHOP TRIAL FOR CERAMIC FIBRE CLOTH</b></p> <p><b>1.0 PROCEDURE</b></p> <ol style="list-style-type: none"> <li>1. Take a piece of ceramic fibre cloth 3.0 M x 1.0M.</li> <li>2. Check the supplier's identification number.</li> <li>3. Preheat a casting at 450°C either inside a furnace or suitable menace.</li> <li>4. Check the temperature of the casting with contact thermocouple/thermal chalk/pyrometer.</li> <li>5. Cover the casting with ceramic fibre cloth. Keep it for 2 hours minimum.</li> <li>6. Remove the cloth from casting and check for clause No. 2.0 as below.</li> <li>7. Repeat the steps 3 to 6 for further two times.</li> </ol> <p>Precaution: No external flame of LPG/Producer Gas/LDO should touch the cloth.</p> <p><b>2.0 ACCEPTANCE</b></p> <p>The cloth shall be treated as satisfactory on meeting of the following:</p> <ul style="list-style-type: none"> <li>○ The cloth should not crumble.</li> <li>○ The cloth should not develop crack when folded with pressure.</li> <li>○ The cloth should not come out in pieces.</li> <li>○ The cloth yarn should not tear away when pulled by hand.</li> <li>○ No emission of gas during use (after initial 45 minutes).</li> <li>○ The use of cloth should not give excessive irritation/itching effect on human body.</li> </ul>		
<p align="center"><b>COPYRIGHT AND CONFIDENTIAL</b></p> <p>The information on this documents is the property of Bharat Heavy Electrical Limited. It must not be used directly or indirectly in any way detrimental to the interest of the company</p>				
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दिनांक एवं हस्ताक्षर SIGN & DATE				
सामग्री सूची संख्या INVENTORY NO.			निर्माणकर्ता WORKED BY SUSHANT PANDEY 	19/10/15
			जांचकर्ता CHECKED BY ANIL SHARMA 	19/10/15

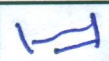
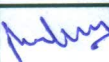
**Annexure-B**

**TECHNICAL DATA SHEET FOR CERAMIC FIBRE CLOTH**

Ref: \_\_\_\_\_ Vendor \_\_\_\_\_

SL NO.	CL. NO.	Properties/particulars*	Specified	Confirmation from Vendor
1	9.2 (a)	Identification of cloth	Brand Name/Other	
2	2	Application	Workable up to 450 °C multiple times	
3	4.1	(a)Reinforced with :	(a)Fire Glass/ SS wire	
		(b)Binder Material :	(b) Specify	
4	4.2	Free from asbestos content	Provide certificate	
5	4.3	Width	1000 mm , -10 mm /+100mm.	
6	4.4	Thickness	2.00 mm / 3.00 mm	
7	4.5	Weight (a) For type A & B (a) For type C & D Vendor shall specify with ± tolerances	(a)1.5 Kg / Sq Metre, - 8% /+ no limit (b)1.0 Kg / Sq Metre, - 8% /+ no limit	
8	5.1	Moisture content	2.5 % max	
9	5.2	Loss on ignition	25% Max	
10	6	Acceptance	To confirm	
11	7	Inspection, Deviation & Replacement	To confirm	
12	8	Test Certificate	To confirm	
13	9	Packaging & marking	To confirm	
14	10	Special requirement	Submission of certificate/ data Sheet	
15	Annex-I	Acceptance of procedure and acceptance norms of shop trial	To confirm	
16	-	Ref of last PO executed to CFFP for same material	PO No. & Date	
17	-	Confirmation of PPS FF09112 R01, If any deviation specify	-	

\* These are indicative, for more details refer Spec Clause as mentioned.

दिनांक एवं हस्ताक्षर SIGN & DATE		निर्माणकर्ता WORKED BY	SUSHANT PANDEY		19/10/15
सामग्री सूची संख्या		जांचकर्ता CHECKED BY	ANIL SHARMA		19/10/15

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SUPERSEDES INVENTORY NO.	<h2>RECORD OF CHANGES</h2>
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REV CODE	NO. OF CHANGES	Nature of change	SIGN	DATE
01	01	Working temperature modified to 450°C from 600 °C  Cl 4.3, -10 mm tolerance provided on width of cloth from 0 mm.  Cl 4.5, -8% tolerance provided on weight/square M of cloth from -5% .  Cl 9.1, linear length for supply change to 30M from 25M.  Annex-A & B Modified in line with above.		


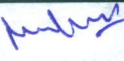
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स्वत्वाधिकार एवं गोपनीयता इस दस्तावेज में दी गई सूचना भारत हेवी इलेक्ट्रिकल्स की सम्पत्ति है इसका प्रत्यक्ष एवं अप्रत्यक्ष रूप से किसी भी तरह प्रयोग, जो कि कंपनी के हित में हानिकारक हो न किया जाए ।

हस्ताक्षर एवं दिनांक  
SIGN & DATE

आपकी सही संख्या  
INVENTORY NO.

DISTRIBUTION OF PRINTS	
RMI	✓
STANDARD SECTION	✓
MPIC	✓

निर्माणकर्ता WORKED BY	SUSHANT PANDEY		15/10/15
जांचकर्ता CHECKED BY	ANIL SHARMA		19/10/15

Name of Vendor:.....

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

	Description	Vendor Confirmation /Comment (In case of blank, it shall be deemed to be accepted by vendor)
1	Pre-Qualification Criteria: - (a) Vendor to submit 3MX1M of ceramic Fibre Cloth (As per specification) along with technical bid to assess the physical property and shop trial. (b) Vendor shall submit filled Annexure –II of specification FF09112 R01 for technical scrutiny.	
2	Guarantee Certificate (as per specification/enquiry) shall be provided along with despatch documents.	
3	Please specify whether you are a manufacturer or a trader of this material	
4	Original Manufacturer's Test Certificate shall be provided along with despatch documents.	
5	Final inspection shall be carried out after receipt of material at CFFP. However, CFFP reserves the right to pre Inspect the material at supplier works.	
6	Delivery shall be made on FOR Destination basis, destination being Stores/CFFP/BHEL Haridwar, Freight & Insurance charges to vendor's account. From foreign vendors (on whom order is placed) the delivery preferred is on DDP / DAP basis, However Delivery on CIF basis is also acceptable. The port of discharge shall be Nhavasheva Port.	
7	Payment Term: For indigenous suppliers: 100% within 30 days after receipt & acceptance of material at CFFP / BHEL, Haridwar through e-payment.  For foreign suppliers: Payment through USANCE LC on 70 <sup>th</sup> day of bill of lading date. Bank charges - Either Side (i.e. in India to BHEL account & in Beneficiary country to Vendor's account). In case of amendment to LC for reasons attributable to vendor, all bank charges (both sides) shall be to Vendor's account.  * In case vendor does not agree, proper loading shall be done. 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. Also in that case, third party inspection shall have to be arranged by supplier from any of the five inspection agencies namely: LRS/ BVQI/ DNV/ TUV-SUD/ Alfred H Knight at their cost.	
8	Validity of offer: Minimum 90 days from tender opening date. Offers with validity less than 90 days may not be considered.	
9	Delivery schedule for FOR Destination / DDP / DAP basis (DDP / DAP for foreign vendors only on whom order is placed) is as under:- 75 days from PO date The delivery schedule in case of CIF Nhavasheva shall be:- BOL date should be within 30 days of PO/LC date	

10	Prices shall be firm till execution of Order	
11	CFFP/BHEL reserves the right to order part quantity.	
12	Penalty for late delivery: The delivery of the goods shall be made strictly as per time limit specified in delivery schedule of purchase order, failure to supply within this period will make the supplier liable to penalty of 1/2 (half) percent of the price of the goods in arrears per week subject to a maximum of 10%. In case of non-acceptance or partial acceptance, offer shall be loaded for the unaccepted portion (out of the maximum 10% penalty) to calculate landed cost.	
13	Provide name, mobile no. & email address of the contact person	
14	In case vendor is not registered with CFFP BHEL Haridwar for this material, duly filled "Supplier Registration Form" must be submitted within 15 days of opening of tender (form available on website <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a> & <a href="http://www.bhel.com">www.bhel.com</a> ).	
15	Risk Purchase: In case of delayed/defective supplies or non fulfillment of any other terms & conditions given in the Purchase Order, the purchaser may cancel the purchase order in full or part thereof and may also make the purchase of such material at the risk & cost of supplier.	
16	Currency of Offer: Indian vendors to quote their price in INR only. Foreign vendors to quote their price in USD/ EURO/ UK POUND STERLING/ JAPANESE YEN only. For evaluation of price bids, exchange rate (TT selling rate of SBI) as on scheduled date of tender opening (Part-1 bid in case of two part bid) shall be considered.	
17	In case of any difference observed in conditions confirmed above & elsewhere in the offer, terms quoted above shall be treated as final and binding on vendor.	

**Note:**

- 1. Evaluation for L1 status shall be done on basis of "Landed cost net of Cenvat at CFFP".**
- 2. In case of supply from Uttarakhand, VAT amount shall be released / paid to vendor after having obtained a confirmation (copy of Challan) that VAT amount has been paid to the Uttarakhand Commercial Tax Department.**

Date:

Signature with Seal of the Company

GENERAL TERMS AND CONDITIONS OF TENDER ENQUIRY  
ANNEXURE-B

01 Submit the tender in two parts i.e.

**Part-I Techno-Commercial Bid**

**Part-II Price Bid**

Techo - 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 and send it to **AGM (MM), Purchase Department, CFFP/BHEL, Hardwar, Ranipur, Hardwar 249403, Uttarakhand, India before due date / tender opening date & time**. Normally tender opening time is 2.00 PM on due date or as mentioned in enquiry.

**Responsibility for submission of tender in time solely lies with vendor. Late offers received after specified time / Date shall not be considered.**

1. 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 (**except price**) should be clearly mentioned in Techno-Commercial bid. Also mention present rate of applicable taxes & duties even if inclusive in rates along with the concessional forms required if any.
  - (c) Confirm to submit all required commercial documents (tax invoice centvatable 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 & conditions, price bid of only successful vendors will be opened. Priced bid opening date shall 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. For new vendors, Vendor Registration from duly filled must be submitted along with the offer which can be downloaded from our web site [www.bhel.com](http://www.bhel.com) or [www.bhelhwr.co.in](http://www.bhelhwr.co.in).
6. Original manufacturer's Test Certificate is required along with dispatch documents. In case supplies are from traders, it shall be the responsibility of the trader to provide original manufacture's test certificate with linkage to traders invoice stating batch no.
7. **Validity** of offers should be minimum 90 working days from the date of tender (Techno-Commercial Bid) opening.

8. **Delivery** in the promised period is the essence of contract. Confirm to supply according to delivery schedule mentioned.
9. **Payment terms:**  
For indigenous suppliers: 100% within 30 days after receipt & acceptance of material at CFFP / BHEL, Haridwar through e-payment.  
For foreign suppliers: Payment through USANCE LC on 70<sup>th</sup> day of bill of lading date. All bank charges shall be to vendor's account.  
  
\* In case vendor does not agree, proper loading shall be done. Also in that case, third party inspection shall have to be arranged by supplier from any of the five inspection agencies namely: LRS/ BVQI/ DNV/ TUV/ Alfred H Knight at their cost.
10. CFFP/BHEL, Hardwar reserves the right to accept or reject any or all tenders without assigning any reason thereof.
11. Tenders not submitted in the prescribed manner are likely to be ignored / rejected.
12. Agent/Agency Commissioning: Payment of any kind at any stage will not be made to agent on account of agent commission or otherwise by CFFP/BHEL, Hardwar.
13. CFFP/BHEL, Hardwar may opt for E-auction/Reverse auction for obtaining best prices for part or full tendered quantity. BHEL also reserve the right to negotiate price with L1 vendor after reverse auction.
14. Please do intimate the personal contact details like Name, Mobile Number, Email-id etc of authorized executive for correspondence.
15. **Penalty:** Orders placed against this enquiry will be subject to normal clauses for imposing penalty. Liquidated Damages, Risk purchases, cancellation, arbitration as per terms and conditions of Tender Enquiry and Purchase orders in case of delay in effecting supply and/ or other defaults.  
**Liquidated damage:** The delivery of the goods shall be made strictly as per time limit specified in delivery schedule, failure to supply within this period will make the supplier liable to an conditional penalty of 1/2 (half) percent of the price of the goods in arrears per week subject to a maximum of 10%.
16. **Inspection:** Final inspection of material shall be done after receipt of material at CFFP/BHEL, Hardwar. Acceptance of material shall be after final inspection and shall be binding. However, CFFP reserves the right to pre Inspect the material at supplier works. In case material is found defective during warranty period, the same will be returned for repair and/ or replacement. For this vendor has to bear all the charges such as Freight, to and fro insurance etc. Bank Guarantee for the equal amount to the cost of the item is to be furnished by vendor. In case the repair is done at CFFP/BHEL the amount on actual shall have to be reimbursed by the Vendor and or adjusted on actual from their bill.
17. **Currency of Payment:** Mention the currency in which payment has to be made. For evaluation of price bids, exchange rate (TT selling rate of SBI) as on scheduled date of tender opening (Part-1 bid in case of two part bid) shall be considered.
18. Traders should submit authorization letter from their principal alongwith offer.
19. Disputes: In event of any dispute arising out of contractual obligation, the order being finalized at Hardwar, 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 Hardwar, India.  
OR  
All disputes arising out of or in connection with the present contract, if any shall be finally settled under the rules of arbitration of International chamber of commerce by one or more arbitrator appointed in accordance with the said Rules in India.
20. BHEL reserves the right to place P.O. for part / full qty and on one or more than one sources.
21. Any Term & condition of the specific tender (if specified in tender & contradicts with above term) will supersede the above general terms & conditions.

**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.

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## Annexure-B

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>
<b>1.0</b>	<b>Products/ Systems / Services being considered for</b>
<b>2.0</b>	<b>General Information</b>
2.2	Name of Chief Executive
2.3	Details of authorized signatory
<b>3.0</b>	<b>Ownership Information</b>
3.1	Type of firm
3.2	Nature of Business <ul style="list-style-type: none"> <li>• Attach <b>authorization letter</b> and <b>agency agreement</b> from Principal ( from whom capital equipment is procured)</li> <li>• Attach copy of declaration from Foreign Principal for <b>total guarantee/ warranty of indigenous supplies</b></li> </ul>
3.3	Year of establishment
3.4	Year of commencement of business
<b>4.0</b>	<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)
<b>5.0</b>	<b>Organisational strength</b>
<b>6.0</b>	<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
<b>9.0</b>	<b>Financial information</b>
9.6	Sales/ Turnover details of last 3 years (or from the date of incorporation whichever is less )

---X---

The scope of third party inspection shall be as under:

1. The inspection is to be carried out as per the ordered specification ensuring original manufacturer's packing, Original manufacturer test certificates etc as per specification and the linkage.
2. The material should be identified as per the specification like original manufacturer's name, Batch/lot no, Net weight, material name. The material should be packed as per specification and sealed by the inspection agency. The seal details should be mentioned in the third party inspection report.
3. The test certificate should contain the complete witnessing of the chemical analysis of material as per IS1472 for nos of test required in a lot and their testing methodology for evaluating nos of element required by the material specification, size verification as per P.O. Specification, purchase order no, Batch/lot no of material, seal details of the inspector along with corresponding packing (packing list).