

BHARAT HEAVY ELECTRICALS LIMITED

(A Govt. of India Undertaking)

High Pressure Boiler Plant, Tiruchirappalli 620 014, India

MAINTENANCE & SERVICES DEPARTMENT

☎: (0431) 2575263,2575471 e-mail: gtraj@bheltry.co.in



NOTICE INVITING TENDER

Date: 22.08.2016

01.	Name of work	.AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.
02.	Enquiry Number:	9451600021 / Dt: 22.08.2016
03.	Earnest Money:	Rs. 40,000/-
04.	Tender document cost:	Rs. 750/-
05.	Completion Time (Period of Contract)	One year (From the date of commencement of the work)
06.	Last date for submission of offer	10.00 Hrs on 19.09.2016
07.	Techno Commercial Offer opening date:	10.30 Hrs on 19.09.2016
08.	Price Bid Opening date:	Shall be intimated separately to Technically qualified bidders.
09.	Guarantee Period:	NIL
10.	Area of Work	HPBP & Unit-II BHEL, Trichy

The Tender documents can be down loaded from BHEL website/Govt. website.

(www.bhel.com / tenders.gov.in)

Tender document consists of :

S.No.	PART	DOCUMENT DESCRIPTIONS	ANNEXURE	NO.OF PAGES
01	PART-1	QUALIFICATION CRITERIAN	ANNEXURE-1	2
02	1A	GENERAL INSTRUCTIONS TO TENDERERS	ANNEXURE-A	2
03	1B	GENERAL TERMS & CONDITIONS	ANNEXURE-B	2
04	1C	SPECIAL TERMS & CONDITIONS	ANNEXURE-C	3
05	1D	JOB DESCRIPTIONS	ANNEXURE-D	5
06	1E	STATEMENT OF EQUIPMENTS OWNED.	ANNEXURE-E	1
07	1F	AVAILABILITY OF QUALIFIED STAFFS.	ANNEXURE-F	1
08	PART-2	PRICE BID	-	5
	-	PREAMBLE	-	4
			TOTAL PAGES	25

ISSUING OFFICER

SM / Contracts
Maintenance & Services

BHARAT HEAVY ELECTRICALS LIMITED

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MAINTENANCE & SERVICES DEPARTMENT

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39-300
ISO 9001

NOTICE INVITING TENDER

Sub: AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.

Ref: Enquiry No. 9451600021 / Dated 22.08.2016.

** **

Tender for above mentioned work should be submitted in a sealed cover consisting of **three** inner sealed covers. First cover shall contain EMD & Tender document cost, second cover shall contain Part-1: Technical cum commercial offer and third cover shall contain Part-2: Price bid. All superscripting the name of work, enquiry number and enquiry due date.

- 1) EMD cover shall contain requisite EMD & Tender document cost in the form of **Demand Draft drawn in favour of 'BHEL, Tiruchirappalli. EMD in any other form will not be accepted.** Tenderers who had already remitted one time EMD should furnish the details of cash receipt No./ date, on the top of EMD cover. Tender without EMD / one time EMD reference will be summarily rejected and Tech. cum commercial offer & price bid shall not be considered.
- 2) Tech. cum commercial offer cover shall contain all documents duly filled and signed by the tenderer in all the pages with documentary evidences for qualifying criteria such as experience, value of work executed in the similar nature of work etc. Any bid without proper documentary evidence for qualifying criteria shall not be considered for further evaluation.

- 3) The price bid cover shall contain price bid document duly filled in and signed by the tenderer in all the pages. The tenderer has to quote most competitive rates for all the items given in the Bill of Quantities in price bid.

The completed qualification bid and price bid along with requisite **EMD of ₹ 40,000/-** for this work and tender document cost of **₹750/-** shall reach the office of the undersigned on or before **19.09-2016 at 10.00 Hrs.**

The Technical cum commercial offer will be opened on the same day at 10.30 hrs. In case of opening day falls on holiday or happened to be declared as a holiday the receipt and opening of the tender shall automatically fall on the same timing of the next working day. Date and time of opening of the Price Bid shall be intimated only to those bidders whose Tech cum commercial offer is accepted. You / Your authorized representative may participate in the tender opening.

Clarification if any, can be obtained from the undersigned.

Thanking you,

Yours faithfully,
For Bharat Heavy Electricals Limited,

SM / contracts
Maintenance & Services

Encl :

- 1).Part-1:Technical cum commercial offer.
- 2).Part-2: Price bid.

Regd.Office: BHEL House, Siri Fort, New Delhi - 110 049

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PREAMBLE

01. The scope of work includes **AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.**
02. Time is the essence of the contract. Being a time bound work, the contractor should make all efforts to complete the work in the stipulated period of **12 months.**
03. Usually, working hours are limited to day time only. In emergency cases to carryout work during nights, it may be done so with the specific prior permission of BHEL. In such case, it is to be carried out in the presence of BHEL officials or their authorized persons.
04. The tenderers are advised to visit BHEL Factory at Tiruchirappalli and get themselves acquainted with the site conditions before submitting the offer.
05. The following eligibility criteria shall be complied to fulfill the qualification bid:-
 - a) Contractor should have valid ES A/ ES B /EA/EB grade contractor license issued by Tamilnadu Electrical Licensing board
 - b) Average annual turnover of the contractor in the last three years should be the value of **Rs. 4.93 Lacs**
 - c) Highest value of similar works executed by the contractor related to electrical installation (in LT/HT - electrical works like installations, erection, wiring, ug cable laying, end termination and Roof light maintenance etc.) during last three years should be more than **Rs. 2.50 lacs.**
06. The norm for qualification with prescribed score is attached in the qualification Bid document. Evaluation will be done accordingly.

CONTRACTOR

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07. The works executed in the own name of the tenderer only will be considered for eligibility criteria.
08. Dissimilar/ irrelevant works will not be considered for eligibility criteria.
09. Documentary evidences (Xerox copies – attested) for turnover, works experience, P.F,ESI,Service Tax & PAN registration etc., all as indicated & required in the tender document should be furnished without which it will not be taken into account.
10. Tender value is only approximate and liable for variation without entitling the tenderer to any compensation, till the total value of contract vary by **± 20% (± twenty percentage)**.
11. Quoted rate shall be firm throughout the contract period of 12 months and extended contract period also and no cost escalation is allowed on any account.
12. The quantity indicated in the Bill of quantity is only tentative. The contractor has to execute any item of work irrespective of the quantity without any reservation till the total value of contract exceeds by 20%.
13. The work shall be carried out as per the scope of work and related drawings.
14. After award of work the contractor has to furnish the security deposit, as per Clause 16 of THE GENERAL INSTRUCTIONS TO TENDERERS (REVISED). Also it is to be noted that after award of work, the contractor has to furnish 50% of security deposit before the commencement of work.
15. The contractor has to carryout the work in production shops without affecting the production by planning such work on holidays/ obtaining proper shut down.
16. The decision of Engineer-in-charge shall be final and binding on the contractor regarding clarification of items in this tender schedule.
17. The contractor shall strictly adhere to various labour laws in force.
18. The contractor shall follow norms of BHEL security system for movement of men & materials within the complex.

CONTRACTOR

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19. Since the responsibility for the quality, workmanship and accuracy of any work being carried out under this contract lies with the contractor, the contractor should ensure that no work is done without the presence of contractor's representative at the work spot.
20. The contractor has to submit the organization chart of their set up for the works and any change thereafter in the organization set up shall have the prior approval of BHEL.
21. The contractor should establish his own site office, handling facility, storage facility to stock installation materials, tools, machines etc., for which sufficient place will be allotted on specific request for which the rent will not be collected.
22. The tenderer has to deploy adequate labour of required categories such as Unskilled, labours, Electricians, Cable jointers, wiremen for field work. The technical persons with experience shall have to produce valid certificate for verification.
23. Separate non-technical persons should be engaged for arranging daily gate passes for labours entry in the gates of Factory complex.
24. The tenderer shall carryout health performance test at his cost for all the workmen engaged in the work through a registered medical practitioner and produce certificate on demand.
25. It shall be the responsibility of the contractor to see the workmen do not utilize the departmental canteen facilities. Contractor has to make his own arrangement to provide refreshment for the workmen.
26. All the works shall be executed as per the standard specifications as provided in Bill of quantities.
27. The works contract to be entered into with the successful tenderer will be governed by the BHEL General Conditions of contract in force.
28. The contractor should maintain proper accounts for all electrical accessories, other materials if any supplied by this organization and supply by the contractor and these should be available at the site of work for verification and check by the officials of this organization at any time.

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29. All materials brought by the Contractor (If anywhere in this contract is applicable) for incorporation in the work shall be got inspected and approved by the Engineer-in –charge before they are incorporated in the work.
30. The contractor should use only the materials of brand and quality as approved by BHEL. (If anywhere in this contract is applicable)
31. The contractor should submit the programme for the completion of work and the list of equipments and labourers to be deployed for the work along with tender.
32. All materials and consumables brought by the contractor should have manufacturer's certificate. (If anywhere in this contract is applicable)
33. Contractor's materials and tools & equipments shall have to be brought inside factory with proper invoice/voucher and make necessary entry in the security gate. They should maintain proper record for tools equipments, materials etc. brought inside the factory complex.
34. The contractor should extend fullest co-operation with the third party agencies engaged, if any by BHEL to adhere the Quality Control Procedures ensuring quality.
35. The contractor should extend fullest co-operation to the other contractors who may be doing other works in the same areas to enable them to execute their portions of work without any delay or difficulty.
36. Water, Electricity and compressed air will be provided by this organization at one point at the site of work at free of cost.
- 37. No advance / mobilization advance will be given.**
38. LD/Penalty clause is applicable as per General conditions of contract. All the terms and conditions in the documents are binding on the tenderers and BHEL reserves its right to accept/ reject any or all the tenders and to award the work in full or parts to more than one agency without assigning any reasons.

CONTRACTOR

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PART-I / TECHNO COMMERCIAL OFFER / ANNEXURE-1				
ENQUIRY NO: 9451600021 / Dt: 22.08.2016 / Due Dt: 19.09.2016 /				
NAME OF WORK : AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.				
S no:	QUALIFYING PARAMETERS FOR TECHNICAL CUM COMMERCIAL OFFER	DISCRIPTIONS	VENDOR:M/s	
1	VALID ES A / ES B / EA / EB GRADE CONTRACTOR LICENCE ISSUED BY TAMILNADU ELECTRICAL LICENCING BOARD	LICENCE GRADE		
		LICENCE NO.		
		VALIDITY		
2	INCOME TAX RETURN STATEMENT FOR LAST THREE ASSESSMENT YEARS (AY) (2013-14,2014-15, 2015-16)	2013-14	YES / NO	
		2014-15	YES / NO	
		2015-16	YES / NO	
3	AVERAGE ANNUAL TURNOVER DURING THE LAST THREE FINANCIAL YEARS (2012-13,2013-14,2014-15) (QUALIFYING VALUE ` 4.96 Lacs)	year 2012-13	`	
		Year 2013-14	`	
		Year 2014-15	`	
		Average	`	
4	EXPERIENCE OF HAVING SUCCESSFULLY COMPLETED SIMILAR WORKS (ELECTRICAL WORKS LIKE INSTALLATIONS, ERECTION, WIRING, UG CABLE LAYING , END TERMINATION & ROOF LIGHT MAINTENANCE etc) DURING LAST THREE YEARS (from the date of tender opening)	QUALIFYING VALUE ` 2.50 LAC		
5	ACCEPTANCE FOR GENERAL TERMS & CONDITIONS OF CONTRACT (Annexure-B)	ACCEPTED / NOT ACCEPTED		
6	ACCEPTANCE FOR SPECIAL TERMS & CONDITIONS OF CONTRACT (Annexure-C)	ACCEPTED / NOT ACCEPTED		
7	ACCEPTANCE FOR SCOPE OF WORK (Annexure-D)	ACCEPTED / NOT ACCEPTED		
8	STATEMENT OF EQUIPMENTS OWNED	DETAILS TO BE FILLED IN ATTACHED Annexure-E		
9	AVALIBILITY OF QUALIFIED STAFFS	DETAILS TO BE FILLED IN ATTACHED Annexure-F		
RESULT :				
NOTE: 1.SUPPORTING DOCUMENTS FOR DETAILS FURNISHED ABOVE SHOULD BE ATTACHED.				

ADDITIONAL INFORMATION REGARDING BIDDERS FIRM			
1	SEPARATE REGISTRATION FOR EPF,ESI,SERVICE TAX & PAN	a). EPF REG.NO.	
		b). ESI REG. NO.	
		c). ST REG. NO	
		d). PAN NO.	

Contractor Signature with seal

Accepting officer / BHEL

ANNEXURE-A



**BHARAT HEAVY ELECTRICALS LIMITED
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPALLI – 620 014
MAINTENANCE & SERVICES**

GENERAL INSTRUCTIONS TO TENDERER:

01.	Sealed Tender enclosed for the work is hereby invited from contractor holding a valid Electrical contractor's license , issued by Tamilnadu Electrical Licensing Board and experienced in works of similar kind.
02.	Before tendering, the tenderers are advised to inspect the site of work and its environments and be well acquainted with the actual working and other relevant conditions, position of materials and labour. Tenderers
03.	Tender should be addressed to SM/Contracts, Maintenance & Services, 2 & 4-Building, BHARAT HEAVY ELECTRICALS LIMITED, Tiruchirapalli- 620 014 . Full name , address of the Tenderer and the name of the work should be noted on the covers of EMD, Technical bid & Price bid with tender No & due
04.	The validity of the offer submitted by the tenderer shall be valid for a period of "Six months" from the date of opening of the tender.
05.	All entries in the tender documents shall be made in one ink. Erasure and over-writing are not permitted. All cancellations and insertions should be duly signed by the Tenderer concerned.
06.	Tenderer should fill in all the required particulars in the blank spaces provided for this purpose in the tender documents along with signature on each and every page of the tender document including corrigendum & the drawing attached there to while submitting their tender.
07.	Unit rates should be quoted in figures as well as in words with reference to each item and for all the items shown in the attached schedule. These rates shall be for the furnished work at site. Amount for each item and the totals page by page and also the grand total amount for the contract should also be filled in by the Tenderer.
08.	Rates for each item of the tender schedule should be quoted in Rupees and paise only, In case any difference in rates quoted to figures and in words, the lower of the rates will be taken as the tendered rate.
09.	Quantities shown in the attached schedule are only approximate and are subject to variation. The rate shall remain firm throughout the contract period. However executed work value shall remain within + 20% (plus Twenty percent) of work order value .
10.	In quoting the rates the tenderer is advised to take into account all factors including any fluctuations in market rates. No claim will be entertained on this account after acceptance of the tender or during the currency of the contract.
11.	Rates quoted shall be inclusive of all royalties, taxes, duties & other taxes except Service tax. Service Taxes as applicable shall be shown extra in the offer. The Bharat Heavy Electricals Limited, Tiruchirapalli will not entertain any claim what so ever in this respect. The applicable Service Tax can be claimed from BHEL, along with monthly bill . While claiming for Service tax, the contractor should produce copies of challans of previous Month/Quarter as proof of deposit of Service Tax, if applicable, along with a declaration that "The Service tax collected from BHEL has been remitted to Service Tax authorities.
12.	If a tenderer find discrepancies or omissions in the drawings or any of the tender documents and should there be doubts as to their meaning, he should at once address the authority inviting the tender for clarifications. Every endeavor is made to avoid any error which can materially affect the basis of the tender but the successful tenderer shall taken upon himself to provide for the risk or any error which may be subsequently discovered and shall make no subsequent claim on account thereof.
13.	In the event of tender being submitted by the firm, all pages of the tender must be signed legibly by each

	partner or member of the firm or in their absence, by the person holding the power of attorney on behalf of the firm concerned. In the latter case, a copy of the power of attorney duly attested by a Gazetted Officer must accompany the tender.
14.	Unless the Contractor, whose tender is accepted, signs the contract agreement within seven days (7 days) of the date of the order directing him to do so, the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of the tender withdrawn.
15.	If after opening of tenders, a tenderer revokes his tender or increases his earlier quoted rates or after acceptance of his tender does not commence the work in accordance with the instructions of the Engineering-In-Charge, the Earnest Money Deposited by him will be forfeited and acceptance of his tender withdrawn. If only, a part of the work included in the tender has been awarded to the tenderer and the tenderer refuses to take up the work the amount of Earnest Money to be forfeited will be based on the value of the contract so awarded.
16.	The BHARAT HEAVY ELECTRICALS LIMITED, reserves the right to reject any or all the tenders received or accept any tender or part thereof without assigning any reason therefore. In the case of acceptance of the part of tender, time for completion may also be reduced to the extent considered appropriate by the accepting officer.
17.	Tenders not submitted in the prescribed forms are liable to be rejected.
18	Tender may be sent by post or dropped in Electrical Tender box available at Maintenance & Services, 2 & 4-Building,BHARAT HEAVY ELECTRICALS LIMITED, Tiruchirapalli- 620 014 . Tender submitted by Post should be sent by " Registered Post/Speed post.These should be posted well in advance with due allowance for any delay in postal delivery. Tender received after the due date of opening of tender shall be rejected.
19	The Contractor's responsibility under this contract shall commence from the date of work order.
20	If a tenderer expires after the submission of his tender or after the acceptance of his tender, the BHEL may at their discretion cancel such tender.
21	The BHARAT HEAVY ELECTRICALS LIMITED, will not be bound by any power of attorney granted by the tenderer or by changes in the composition of the firm, made subsequent to the execution of the contract. They may, however, recognize such power of attorney and change after obtaining proper legal advice, the cost of which will be charged above to the contractor concerned.
22	If the tenderer deliberately gives wrong information in his tender BHEL, reserves the right to reject tender at any stage.
23	Words imparting the singular number shall also be deemed to include the plural number and vice the context so required.
24	The 'General Instructions to Tenderers' and 'Special Terms and Conditions of Contract' are complementary to each other and where they are in conflict, the ' Special terms and conditions of Contract 'shall prevail.
25	The expenses for completing and stamping the agreement shall be paid by the contractor.
26	Tenderer shall not increase their quoted rates, in case BHEL, calls for negotiation for reduction of rates. Such negotiations shall not amount to cancellation or withdrawal of the original offer and the rates originally quoted shall be binding on the tenderers for the period of three months from the date of opening of tenders. (If price negotiation held on any tender, the revised offer should be submitted within a week.)
27	All contractors will have to produce PAN/income tax clearance certificate from the Income Tax concerned along with their tender. The contractor whose Income is not taxable will be required to give affidavit for their income on the prescribed form. If the successful tenderer fails to produce the PAN/income tax clearance certificate within the stated period, the Earnest money deposit and the Security Deposit of the tenderer may be forfeited and the contract terminated.
28	TENDERERS ARE REQUESTED TO COVER THEIR EMPLOYEES (SUPERVISORS AND LABOURERS) UNDER PF/ESI/GROUP INSURANCE/CONTRACT LABOUR REGULATIONS ACT.
29	THE GENERAL INSTRUCTIONS TO TENDERER shall be deemed to form an integral part of the work to be entered into.

TECHNICAL CUM COMMERCIAL OFFER

ANNEXURE-B



BHARAT HEAVY ELECTRICALS LIMITED
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPALLI – 620 014
MAINTENANCE & SERVICES

GENERAL TERMS AND CONDITIONS

A	EARNEST MONEY DEPOSIT:	
	Tender must be accompanied by Earnest Money for the amount mentioned in tender notice, pledged to BHEL, Trichy in any of the forms mentioned below. The Earnest Money Deposit will be refunded to the unsuccessful tenderers within 15 days of acceptance of the award of work by successful tenderer. In the case of successful tenderer, the Earnest Money Deposit will be retained as part of the Security Deposits for satisfactory completion of the work in accordance with clause 2.0 of the General Terms and Conditions of contract.	
A.1	The Earnest Money Deposit may be furnished in form of Pay order or Demand Draft drawn in favour of BHEL-Trichy. Note: EMD shall not carry any interest.	
A.2	Unless the Contractor, whose tender is accepted, signs the contract agreement, within seven days (7 days) of the date of the order directing him to do so, the amount of Earnest Money Deposit already deposited by him will be forfeited and acceptance of the tender withdrawn.	
A.3	If after opening of tenders, a tenderer revokes his tender or increases his earlier quoted rates or after acceptance of his tender does not commence the work in accordance with the instructions of the Engineer-In-Charge, the Earnest Money Deposited by him will be forfeited and acceptance of his tender withdrawn. If only, a part of the work included in the tender has been awarded to the tenderer and the tenderer refuses to take up the work the amount of Earnest Money to be forfeited will be based on the value of the contract so awarded.	
A4	"Tenderers who had already remitted one time EMD should furnish a copy of the cash receipt of the remittance in the EMD cover. EMD in any other form will not be accepted. MSE suppliers can avail EMD Waiver benefits only if they submit along with the offer, attested copies of either EM II Certificate having deemed validity (five years from the date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II Certificate along with attested copy of a CA Certificate (Format Enclosed). Tenders without EMD/MSME proof as detailed above will be summarily rejected"	
B	SECURITY DEPOSIT:	
	The contractor whose tender has been accepted shall, within seven days of receipt of the notification of acceptance of his tender, should deposit the prescribed sum as per Clause 2.1 towards Security Deposit.	
B.1	The rate of security deposit for the contract will be as follows:	
	a). For Contract Valued up to Rs 10.00 Lakh.	: 10% of the Contract value.
	b). For Contract Valued above Rs 10.00 Lakh upto Rs 50.00 Lakh	: Rs 1 lakh plus 7.5% on the balance of the contract value.
	c). For Contracts valued above Rs 50.00 Lakh	: Rs 4 lakhs + Plus 5% on the balance of the contract value.
B.2	The Security Deposit may be furnished in any of the following forms:	
	a). Pay order or Demand Draft drawn in favour of BHEL.	
	b). Local cheques of scheduled banks, subject to realization.	
	c). Securities available from Post offices such as National Savings Certificates, Kisan Vikas Patra etc. (Certificates should be held in the name of the contractor furnishing the security and duly pledged in favour of BHEL, Trichy and discharged on the back).	
	d). Bank Guarantee from scheduled Banks/Public Financial Institutions as defined in the Companies Act. The bank guarantee format should have the approval of BHEL.	
	e). Fixed Deposit Receipt issued by Scheduled Banks / Public Financial Institutions as defined in the Companies Act. The FDR should be in the name of the contractor, A/C BHEL, duly discharged on the back.	
	f). Security deposit can also be recovered at the rate of 10% from the running bills. However in such cases at least 50% of the Security Deposit will be collected before start of the work and the balance 50% may be recovered from the running bills.	
	h). EMD of the successful tenderer shall be converted and adjusted against the security deposit. NO INTEREST SHALL BE ALLOWED ON SECURITY DEPOSITS. BHEL, shall not be responsible for any loss of securities due to liquidation or any other reason whatsoever or any depreciation in the value of the Securities while in their charge or for any loss of interest thereon.	
	NOTE: Acceptance of Security Deposit against Sl. No. (c) and (d) above will be subject to hypothecation or endorsement on the documents (Signature of the Branch Manager must be present) in favour of BHEL. However, BHEL will not be liable or responsible in any manner for the collection of interest or renewal of the documents or in any other matter connected therewith.	

TECHNICAL CUM COMMERCIAL OFFER**GENERAL TERMS AND CONDITIONS**

B.3	All compensation or other sums of money payable by the contractor to BHEL under the terms of this contract or under any other contract with BHEL, may be deducted from the Security Deposit or realized by the sale of the securities or from the interest arising there from or from any sums which may be due or may become due to the contractor payable by BHEL, on any account whatsoever against this contract or any other contract with BHEL and in the event of his Security Deposit being reduced by reason of such deductions or sale as aforesaid, the Contractor shall within seven days thereafter make good in cash or in securities endorsed as aforesaid, any sum or sums by which the security Deposit has been so reduced.
B.4	Security Deposit will be refunded on completion of the work and after the expiry of the maintenance period. In case no maintenance period is applicable, then 100% of security Deposit will be refunded after confirming the final bill payment.
B.5	EMD /SD shall also be paid to BHEL through e-collect feature offered by SBI
C	INCOME TAX :
C.1	<p>a). Income tax shall be deducted at the applicable rate in respect of the service contract including supply of labour for any work as follows:</p> <p>b). Xerox copy of PAN card shall be submitted to Account Dept along with original for verification.</p> <p>c). TDS Certificate will be issued to vendors for each quarter ending as on 30th June,30th Sept,31st Dec. and 31st March during the following quarter.</p>
D	SERVICE TAX
D.1	<p>a). Wherever service tax is liable to be paid by the contractor, the contractor shall register himself under the Service Tax Rules and a copy of Certificate of Registration shall be furnished to Accounts Dept</p> <p>b). After registration, the payment of Service Tax shall be effected by the contractor to the Central Government monthly/quarterly based on the invoices raised before the due date of payment The Service Tax Return also shall be submitted to the Government before the due date.</p> <p>c). The invoice/bill in original duly signed by the contractor claiming the payment for Service Tax shall clearly indicate the following:</p> <ol style="list-style-type: none"> 1) Continuous Serial no & date of the bill 2) Cost of the service 3) Separately showing the Service Tax amount calculated at the applicable rate 4) Separately showing the Cess on Service Tax amount 5) PAN based Service Tax Registration No. 6) Swachh Bharat Cess shall be shown seperately. <p>d). The service tax claimed in the bill will be paid to the contractor based on the</p>
E	CENVAT
E.1	a). Wherever the contractor claims payment for the supply of materials used in the service, "Duplicate for Transporter" copy in original clearly depicting the Cenvat paid apart from the original invoice is required to be submitted to BHEL for the purpose of availing the Cenvat Credit
F	VALUE ADDED TAX(VAT)
F.1	a). Wherever the service includes the supply of materials and claim is made for the payment of VAT, the original invoice duly signed by the contractor clearly indicating the cost of materials,rate of VAT,VAT amount,TIN no.is to be submitted for payment and availing the VAT credit.
G	LIQUIDATED DAMAGE/PENALTY :
G.1	a).If the contractor fails to complete the service/work as per terms & conditions of the order within the delivery schedule, 0.5% of the order value will be deducted for each week of delay or a part thereof subject to a maximum of 15% of the total contract value.



BHARAT HEAVY ELECTRICALS LIMITED
HIGH PRESSURE BOILER PLANT
TIRUCHIRAPALLI – 620 014
MAINTENANCE & SERVICES

ANNEXURE-C

SPECIAL TERMS AND CONDITIONS

A	AWARD OF CONTRACT & SPLITTING OF CONTRACT:			
	<p>The work shall be divided amongst Two (02) vendors agreeing to match their rate to that of L1 as per their merit for operational convenience. There is uncertainty regarding quantum of work at any particular instance of time. In the mutual interest of BHEL and Vendors, splitting of work shall be done so as to ensure timely completion of urgent works when required simultaneously at different places. Depending upon the work that arises from time to time supplementary orders will be issued against each requirement. The splitting of contract shall be done as follows:</p>			
	SI No:	No. of vendors agreed for matching their rate to L1 rate:	WO value that will be awarded to L1	WO value awarded to L2 agreeing to match to L1 rate.
	Case 1:	2	60 %	40%
	case 2:	1	100 %	NA
	Note:	<p>1.) BHEL does not assure any minimum WO value to be awarded to vendors. 2.) The distribution of work shall be done in fair, transparent and equitable manner as per proposed ratio and shall be reviewed quarterly. 3.) The proposed ratio of division of work is notional which may vary as per requirement. BHEL will apportion the work to balance the quantum of work as a percentage of value between the successful vendors. 4.) Normally all the items (sub works) related to a particular job shall be awarded to single vendor. In case of urgency, sub works related to particular work may be awarded to two or more vendors. Vendors shall have to work in co-ordinated manner as per directive of BHEL- Engineer/ Supervisor. 5.) H-1 Bidder will not be considered for Counter offering process.</p>		
B	FINALIZATION OF CONTRACT BY ADOPTING "REVERSE AUCTION":			
	<p>"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.</p> <p>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 tempering of the tender process and will invite action by BHEL as per extant guidelines in vogue."</p>			
	The business rules for Reverse Auction (RA) are as follows:			
B.1	Technically and Commercially acceptable Bidders shall only be eligible to participate in the Reverse Auction.			
B.2	BHEL shall engage the services of a Service Provider, who shall extend all necessary training and assistance before commencement of ON-LINE-BIDDING through Internet, at NO extra-cost to the Bidders.			
B.3	Eligible Bidders shall be informed in writing, about the details of Service Provider, to enable Vendors to contact the Service Provider and get trained.			
B.4	Event Date, Time, Start Price, Bid Decrement, Time-Extensions, etc. shall also be communicated through the Service Provider for compliance by Bidders.			
B.5	Vendors have to FAX the Compliance Form, before start of RA. Without furnishing the above Compliance Form, Bidders shall not be eligible to participate in the RA.			
B.6	BHEL shall provide the calculation sheet through the Service Provider, which shall be helpful to arrive at "TOTAL COST TO BHEL", like Packing and Forwarding Charges, Taxes and Duties, Freight Charges, Insurance, Service Tax and other loading factors (for non-compliance to BHEL Standard Commercial Terms and Conditions), for each of the Bidder, to enable them to fill in the price and keep it ready for inputting data during the RA.			
B.7	RA shall be conducted on a pre-determined Date and Time.			
B.8	At the end of RA, the lowest Bid Value will be known on the Network.			
B.9	Lowest Bidder has to FAX the Prescribed Format, duly filled in and signed in, as provided, on a case-to-case basis, to the Service Provider, within 24 Hours of RA without fail.			
B.10	Any variation between the ON-LINE Bid Value and the signed document will be considered as unethical the Tender process and will invite disqualification of Bidder, for further business dealings with BHEL as per the prevailing procedure.			
B.11	Rules for finalization of procurement, Terms and conditions for Reverse Auction, Process compliance form, Final price bid conformation shall be provided to technically and commercially accepted bidders.			

C	DEPLOYMENT OF WORKMEN & SUPERVISORS
	a). A list containing the name of persons who are working, their age, designations, pay, nature of work is to be furnished immediately on receipt of work order, in triplicate.
	b). The work should be carried out in the presence of contract supervisor and prior permission should be obtained from the concerned supervisor and the section before starting the work.
	c).The Contractor is required to cover their employee/labourers by suitable insurance scheme (like Janatha Insurance) against any risk. The policy taken by them should be produced to BHEL authorities concerned before commencing the work.
D	BIOMETRIC ENTRY/EXIT SYSTEM FOR CONTRACT WORKMEN
	a).The Entry/Exit of the contract workmen is to be regulated only through Biometric system.
	b).The Contractor initially will be issued with a temporary gang pass for his/her contract workmen for a period of ten days.
	c).The contractor should arrange photo coverage for all his/her workmen within the above stipulated time.
	d).The contractor has to submit Form I for all his/her contract workmen. All the particulars required in Form I are to be provided by the contractor without fail.
	e).The contractor should educate the contract workmen in registering the attendance through the system.
	f).Whenever a contract workman migrates or leaves service, the contractor has to surrender the biometric card of the particular contract workman to Contract Cell with immediate effect.
	g).If a contract workman having biometric card joins another contractor, the contractor who engages them, has to intimate contract cell along with the biometric card for switching over the contract workmen from the earlier contractor to the present contractor.
	h).On completion of the work, the contractor has to surrender all the biometric cards immediately to the contract cell. Otherwise, an amount of Rs.100/- per card will be deducted from the final bill/security deposit of the contractor.
	i).If any contract workmen lose his/her card, the contractor shall arrange a duplicate card for the workmen by paying an amount of Rs.100/-.
	j).The Contractor is totally responsible for the biometric cards issued to his/her contract workmen.
E	SAFETY :
	Safety Precaution measures: Item a to h - If any where in this contract is applicable.
	a). In case of cable laying work should be carried out after getting the prior permission from the concerned electrical supervisor and civil department for digging the road when it is required to ensure that proper precautions are taken.
	b). While digging the road, a good barricade and proper sign boards should be provided in the area.
	c). While erecting the poles, proper safety precautions such as supporting the poles, tying with ropes suitable lifting tackles etc. are to be adhered.
	d). While working at heights, proper platform ladder, safety belts, etc. should be used.
	e). The necessary safety equipments such as gloves, lineman's belts etc. should be used.
	f). Any other safety measure as necessitated by the nature of work should be strictly followed.
	g). If Contractor's workmen are found to violate the safety regulations punitive action will be taken by with-holding a sum of Rs. 100/- to Rs. 500/- for each such violation.
	h). These safety measures shall be deemed to form an integral part of the work order/agreement.
F	COMPLIANCE WITH VARIOUS LABOUR LAWS :
	The Contractor shall in respect of labour employed by him either directly or through sub contractors, comply with or cause to be complied with the following statutory provisions, rules & in regard to all matters provided therein.
	a). The Contract labour (Regulation & Abolition) Act 1970 and the related Tamilnadu Rules.
	b). The Minimum Wage Act 1948 and the related Tamilnadu Rules.
	c). The Payment of Wages Act 1936 and the related Tamilnadu Rules.
	d). The Factories Act 1948 and the related Tamilnadu Rules.
	e). Employee's Provident Fund & Miscellaneous Provision Act 1952.
	f). The Workmen Compensation Act 1923.
	g). The Industrial Dispute Act 1947.
	h). Additional Amount of Rs 2500/-,Rs 3500/-,Rs 4100/- Rs 4100/- to all Unskilled, Semiskilled, Skilled labourers and Supervisors respectively over and above the minimum wage as per BHEL Corporate guidelines.
	i). Bonus payment to be made for the Contract employees as per Bonus Act.
	TENDERERS ARE REQUESTED TO COVER THEIR EMPLOYEES (SUPERVISORS AND LABOURERS) UNDER PF/ESI/GROUP INSURANCE/CONTRACT LABOUR REGULATIONS ACT.

G	STANDARDS FOR MATERIALS & SERVICES/WORKS
G.1	<p>01). Small consumables like Screws, clamps, ceiling rose, PVC-L, T, Coupling, Bend, Elbow, Bolt, Nuts are the scope of the contractor.</p> <p>02). If any other materials required other than BHEL supply specified in the schedule is meant to contractor's scope of supply.</p> <p>03). Issue of materials from Stores is subject to the availability. The contractor shall not be entitled for any claim or compensation for non-supply or delay in supply from Stores under any circumstances.</p> <p>04). Entire work should be completed within the stipulated period.</p> <p>05). Cable glands, Electrical Power Boards, Switch Boxes are to be properly earthed.</p> <p>06). Safety precautions have to be ensured by the Contractor depending on the work nature. Necessary work permit system and personal protective equipments (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt etc. as applicable to electrical works should be adhered while carrying out the work.</p>
G.2	All the materials supplied by the contractor should conform to the relevant IS/BS/ISO/EN Specifications and agreeable to the engineer-in-charge.
G.3	The wiring shall conform IS: 732:1989/2005 or any other relevant Indian Standard Specifications and Indian Electricity Rules.
G.4	In case of PVC / Steel conduit wiring, the switches, plug sockets, regulators and other controls should be mounted on metal boxes. These boxes as well as all metal boxes used for street light controls should be fabricated as per IS 5133: Part-1: 1969 / 1996.
G.5	Erection of equipments includes testing and commissioning of equipments.
G.6	Completion reports should be submitted in the pro forma as per appendix 'E' of IS 732: 1989/2005.
G.7	The contractor should be present at the time of inspection of the installation by the Electrical inspector. Any defects pointed out by the Electrical inspector should be rectified by the contractor free of cost.
G.8	Final lay-out as well as foundation drawings should be submitted in advance for executing the civil works. (If any where in this contract is applicable)
G.9	Any covering letter and comments of the contractor should be submitted in duplicate along with the offer.
G.10	<p>If cables have to be laid in the ground, the following specification should be followed:</p> <p>FOR LT CABLE : For laying of single run of cable, trenches should be excavated up to a depth of 0.8 meter, width 0.3 metre (add 0.1 M width for additional run for excavation) and 0.075 meter deep layer of sand should be spread below as well as above the cable (0.15 M) and covered with one layer of brick with longitudinal direction. If two or more cables are run, the brick should be laid in a longitudinal direction for each cable separately and 0.075 meter deep layer of sand should be spread below as well as the above the cable for each run (0.15M).</p> <p>FOR HT CABLE : For laying of single run of cable, trenches should be excavated upto a depth of 1 meter, width 0.35 metre (add 0.35 M width for additional run for excavation) and 0.075 meter deep layer of sand should be spread below as well as above the cable (0.15M). The cable covered with bricks by box type formation. If two or more cables are run, the bricks should be laid in a box type formation for each cable and 0.75 meter deep layer of sand should be spread below as well as the above the cable (0.15M) for each run.</p>
G.11	In case of open trench/wall/column, cables have to be taken with proper clamping either in cable racks/wall/column. The clamps have to be supplied by the contractor.
G.12	End Termination for the cable include supply and using solerless crimping type tinned copper lugs, glands and if necessary cable adaptor boxes etc. and earthing the glands and adaptor boxes with 8 SWG/7/20 GI wire.
G.13	The Cement will not be supplied by BHEL.
G.14	Cubicle/Industrial Type switch boards should be manufactured by any of the reputed manufacturer, (if the make of the switch board is not specifically mentioned in the detailed specification of the board), who have sufficient experience in manufacture of electrical switch boards. The switch board has to be approved by BHEL before dispatch to work spot.
G.15	For all sheet metal fabrication, pre-treatment of all metals with acid and rust preventing chemical has to be carried out and two coats of red oxide and one coat of stove enamelling paint has to be applied by spray painting.

PART- 1D / JOB DISCRIPTIONS				
NAME OF WORK: AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.				
NAME OF THE COMPANY/ FIRM:				
S.No:	WORK DISCRIPTIONS	UOM	APPROX. QTY	RATE - QUOTED (OR) NOT QUOTED
10	<p>Checking, identifying the faults in the Roof light fittings of 70/150/250/400/500 Watts (HPMV/ HPSV/ Metal Hallide) and rectifying the faults by replacement of one (or) more of the followings: Lamp, choke, condenser, lamp holder, terminal block, inter Connection wiring from DL-MCB to ceiling rose, terminal Strip, any other associated electrical controlling devices to fittings etc. After maintenance, cleaning the light fittings free from dusts and ensuring the fixing clamps, main hook & safety chains (both for fitting and gasket) etc. for it's healthiness by tightening the fixing bolts and nuts.</p> <p>Note: 1). If the safety chains are damaged / missing, the same have to be replaced wherever necessary. Safety chains shall be under the scope of BHEL. Associated tools and accessories shall be brought by the contractor. 2). The contractor shall maintain roof-light maintenance log sheet including the activities carried out, bay locations, date of checking, roof-light faults attended, safety chains replaced/checked etc duly attested by the supervisor-in-charge.</p> <p>LOW BAY CRANEABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1-12Bay = 700 NO 2).Bldg.-1/DS&PS = 350 NO 3).Bldg.-5 = 150 NO 4).Bldg.-6 = 600 NO 5).Bldg.-50 = 1960 NO 6).Bldg.-53 = 27 NO 7).Gas plant = 100 NO Total available = 3887 NO. app.60% of the total quantity taken for execution = 2332 NO</p>	NO	2332	
20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384	

Contractor signature/seal

Accepting Officer-BHEL

30	<p>Scope of work: As in SI. No 10 but in the HIGH - BAYS/ CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b = 170 NO 2).Bldg.-1/DS & PS = 625 NO 3).Bldg.-5 = 60 NO 4).Bldg.-6 = 200 NO 5).Bldg.-50 = 225 NO 6).Bldg.-107/Unit-II = 994 NO 7).Bldg.-108/Unit-II = 994 NO 8).Bldg.-117/Unit-II = 300 NO 9).Bldg 123/Unit-II = 100 NO Total available = 3668 NO app.80% of the total quantity taken for execution = 2934 NO</p>	NO	2934	
40	<p>Checking, identifying the faults in Box/ Industrial type fluorescent tube light fittings (28W/40W/65W (SINGLE TYPE) Fluorescent Lamp Tube Light Fittings) in the ceiling/ roof / wall and rectifying the faults by replacement of one (or) more of the following: Lamps, Chokes, Condensers, Lamp holders, terminal Blocks, inter connecting wiring from DL MCB to Ceiling Rose / Terminal Stips to fitting/ any other associated electrical controlling devices etc.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 165 NO 2).Bldg.-1/DS & PS = 200 NO 3).Bldg.-5 = 70 NO 4).Bldg.-6 = 160 NO 5).Bldg.-50 = 210 NO 6).Bldg.-53 = 10 NO 7).HRDC. = 400 NO Total available = 1215 NO app.60% of the total quantity taken for execution = 729 NO</p>	NO	729	
50	<p>Scope of work: As in SI. No.40 but in the TWIN TYPE 28W/40W/65W Fluorescent Lamp Tube Light Fittings.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 478 NO 2).Bldg.-1/DS & PS = 400 NO 3).Bldg.-5 = 70 NO 4).Bldg.-6 = 600 NO 5).Bldg.-50 = 310 NO 6).Bldg.-53 = 15 NO 7).HRDC. = 250 NO Total available = 2123 NO app.60% of the total quantity taken for execution = 1274 NO</p>	NO	1274	
60	<p>Scope of work: As in SI. No.40 but in the Incandescent lamp fittings of various ratings(up to 1000 Watts).</p> <p>Area wise break-up: Bldg.-1/DS & PS = 50 NO Bldg-6 = 15 NO HRDC = 30 NO Total available = 95 NO app.60% of the total quantity taken for execution = 57 NO</p>	NO	57	

Contractor signature/seal

Accepting Officer-BHEL

70	<p>Checking, identifying the faults in the Ceiling Fans (1200/1400 mm sweep) and rectifying of the faults by removing the fan from the ceiling and replacement of one or more of the following components: ball bearing/ bush, capacitor, split pin/ cotter pin, regulator,etc. Any wiring fault associated with the fan also should be corrected. After maintenance, cleaning the fans free from dusts and ensuring the fixing hooks, down rods, split pin/cotter pin, etc. for it's healthiness by tightening the chuck nuts fixing bolts and nuts, etc.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 293 NO 2).Bldg.-1/DS & PS = 200 NO 3).Bldg.-5 = 50 NO 4).Bldg.-6 = 250 NO 5).Bldg.-50 = 260 NO 6).Bldg.-53. = 15 NO 7).HRDC = 400 NO Total available = 1468 NO app.60% of the total quantity taken for execution = 881 NO</p>	NO	881	
80	<p>Checking, identifying the faults in the single phase/3-phase Exhaust fans and rectifying of the faults by replacement of one or more of the following components: ball bearing/ bush, capacitor, DOL starter/ MCB etc. Any wiring fault associated with the exhaust fan also should be corrected. After maintenance, cleaning the fans free from dusts and ensuring the fixing bolts, fan blade tightening nut etc., for it's healthiness by tightening the fixing bolts and nuts, etc. In case of winding failure, the motor should be removed from fixture and should be refixed after rewinding the motor. Note: Rewinding will be done by BHEL.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 45 NO. 2).Bldg.-1/DS & PS = 50 NO 3).Bldg.-5 = 25 NO 4).Bldg.-6 = 50 NO 5).Bldg.-50 = 35 NO 6).53-Building = 25 NO 7).HRDC = 15 NO Total available = 245 NO app.70% of the total quantity taken for execution = 172 NO</p>	NO	172	
90	<p>Removing and rewiring (2 runs in the roof light wiring points): Removing of the faulty/ damaged existing 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wires from 19mm/20mm dia PVC pipe and re wiring with new 1.5/2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wire in the existing PVC pipe for the wiring points in the roof light wiring points(Roof height: 10 Mtrs Apprx.). Note: The wire will be issued by BHEL at stores/ Site.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 1500 M 2).Bldg.-1/DS & PS = 3000 M 3).Bldg.-5 = 750 M 4).Bldg.-6 = 1200 M 5).Bldg.-50 = 1500 M 6).Bldg.-53 = 100 M 7).HRDC = 500 M 8).Unit-II = 600 M Total (approximate) = 9150 M app.40% of the total quantity taken for execution = 3660 NO</p>	M	3660	

Contractor signature/seal

Accepting Officer-BHEL

100	<p>Removing and rewiring (2 runs in cabins/ rooms/ toilets/ annex building rooms): Removing of the faulty/ damaged existing 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wires from 19mm/20mm dia PVC pipe and re wiring with new 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wire in the existing PVC pipe for the wiring points in cabins/ rooms/ annex building rooms. The wires will be issued by BHEL at stores/Site. The removed old/ damaged wires should be handed over to disposal stores.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 700 M. 2).Bldg.-1/DS & PS = 3000 M 3).Bldg.-5 = 750 M 4).Bldg.-6. = 800 M 5).Bldg.-50. = 1800 M 6).HRDC = 500 M Total (approximate) = 7550 M. app.40% of the total quantity taken for execution = 3020 NO</p>	M	3020	
110	<p>Checking,identifying the faults in the Roof light fittings (65 Watts CFL-emergency lamps), rectification of the fault by replacing/ repairing of one or more of the the following components like Lamps,Chokes,Lamp holders,terminal blocks, interconnecting wiring from DL MCB to Ceiling rose/terminal strips,cleaning the complete fitting and checking & tightening of the safety chain with fixing bolts & nuts where ever required to ensure the safety of the fittings (Low Bays/ High bays).The parts for replacement shall be supplied by BHEL tore/Site at free of cost.The lamps/ fittings removed shall be tested for individual faults by the contractor in the presence of electrical supervisor. The faulty parts shall be replaced with new spares, tested for functionality and finally installed on the roofs by the contractor.In case of minor repairs/faults like loose connections,wiring faults etc the faulty parts may be serviced,tested for normal functioning and installed on the roofs by the contractor.</p> <p>Area wise break-up : 1).Bldg.107,108,117 Unit-II = 154 NO</p> <p>----- Total app. = 154 NO app.20% of the total quantity taken for execution = 31 NO</p>	NO	31	
120	<p>Checking, identifying the faults in Modular type fittings with 4x14W Fluorescent Lamp Tube Light in the ceiling/ roof / wall and rectifying the faults by replacement of one (or) more of the following: Lamps, ballast, terminal Blocks, inter connecting wiring from DL MCB to Ceiling Rose / Terminal Stips to fitting/ any other associated electrical controlling devices etc.</p> <p>Area wise break-up: 4).Bldg.-6 = 60 NO 5).Bldg-50 = 42 NO 6).HRDC = 25 NO Total available = 127 NO</p>	NO	127	

Contractor signature/seal

Accepting Officer-BHEL

	<p>General Note: 01).The maintenance is required in Unit-1 & Unit-2. 02).Cables/wires,PVC conduit pipes,condensers, ball bearings,fluorescent lamps,chokes, starters, lamp holders,Metal Halide/HPMV/HPSV lamps, switches,3 pin sockets & earth wires only will be supplied by BHEL Store/Site at free of cost. 03).Materials collection and movements from the stores by the contractor's own arrangements. 04).EOT crane will be provided/spared free of cost for roof light maintenance where ever available.The contractor has to arrange their own facility(Ladder etc.) for gaining access to the fittings in the annex blgs/high bays/low bays.Contractor has to arrange for personal protective equipments like safety belt, helmet, safety shoes etc. 05).Date wise Log sheet should be maintained for the works done, indicating Bay/Row references,total no of faulty fittings,no.of fittings rectified each day etc., endorsed/certified by Area Maintenance- in-charge. 06).Contractors are requested to strictly comply the work permit system while doing the works at height.The safe work permit has to be obtained as directed by the Electrical Engineer in-charge. 07).Prior permission should be obtained from M&S, Production and Safety Dept.Necessary safety precautions should be adhered strictly.</p>			
	<p>08).Safety precautions have to be ensured by the Contractor depending on the work nature. Necessary work permit system and personal protective equipments (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt/belt rope etc. as applicable to electrical works should be adhered while carrying out the work in the roof.Issueing of PPE to their employees are unde contractor's scope. 09).The contractor shall ensure removal of all accessories such as ladders,safety belts, tools, nuts, bolts etc from the top of the EOT crane after completion of each cycle of work. 10).Licensed electrical persons/Skilled electricians should be engaged. 11).The contractor should be available daily with supervisor at site. 12).The quantity is only approximate and it may vary either higher or lower by 20%. 13).Electrical and Electronic waste disposal :- (Igniter/Choke/cables/wires/lamp & fittings etc.) i).All the fused lamp spares/cables/wires are to be collected and segregated by the contractor in an area identified by the electrical supervisor-in-charge. ii).The above faulty items shall be collected and sent to stores/ disposal yard by the contractor at the end of each cycle of work. iii).A separate receipt form shall be obtained by the contractor from the disposal yard/stores indicating the quantity,item description, reference Work Order Number,duly attested by the stores/ disposal yard in charge 14).Period of contract: One Year.</p>			

Contractor signature/seal

Accepting Officer-BHEL

Dt: 22.08.2016

TECHNICAL CUM COMMERCIAL OFFER

ANNEXURE-E			
DETAILS OF MACHINERY AND EQUIPMENTS			
S.No:	DETAILS OF TOOLS	QUALIFYING QTY	QTY AVAILABLE
1	Welding Machine	01 NO *	
2	Bench Drilling Machine	01 NO [#]	
3	Hand Drilling Machine	01 NO*	
4	Jack Hammering Machine	01 NO [#]	
5	Gas cutting Equipments	01 SET*	
6	Basic Electrical Tools (Cutting pliers,all sizes of Screw Driver,wire snippers etc.,)	01 SET*	
7	1000 Volts Megger	01 NO*	
8	Earth Resistance Measuring Instrument with Valid Calibration Certificate from NABL accredited Lab	01 NO*	
9	Digital Multimeter	01 NO*	
10	4 MM to 500 MM Hydraulic Lug crimping tool	01 SET*	

(The above mentioned Machinery and Equipments are necessary if any where in this contract is applicable)

* Essential and mandatory

Desirable

Contractorsignature/seal

Accepting officer/BHEL

TECHNICAL CUM COMMERCIAL OFFER

ANNEXURE-F			
DETAILS OF MANPOWER EMPLOYED ON FULL TIME BASIS SOLELY FOR THE PURPOSE OF CONTRACT WORKS			
S.No:	DESIGNATION	QUALIFYING NO OF STAFFS	AVAILABLE
1	Engineer holding Diploma degree in Electrical Engineering	0	
2	Electrical Supervisor holding valid Supervisor Competency Certificate issued by TNLB,Chennai	0	
3	Non Technical Supervisor for issuing the work to their Workers at site and other activities.	1	
4	Wireman /Electrician holding valid Competency Certificate issued by TNLB,Chennai.	2	
5	Wireman Helper/Electrician Helper holding valid Wiremen/Electrician Helper Competency Certificate issued by TNLB,Chennai.	2	

Contractor signature/seal

Accepting officer/BHEL

PART- 2 / JOB DISCRPTIONS					
NAME OF WORK: AMC for Maintenance of Roof lights in various buildings at BHEL premises, Trichy.					
NAME OF THE COMPANY/ FIRM:					
S.No:	WORK DISCRPTIONS	UOM	APPROX. QTY	RATE - IN FIGURES	VALUE - IN FIGURES
10	<p>Checking, identifying the faults in the Roof light fittings of 70/150/250/400/500 Watts (HPMV/ HPSV/ Metal Halilide) and rectifying the faults by replacement of one (or) more of the followings: Lamp, choke, condenser, lamp holder, terminal block, inter Connection wiring from DL-MCB to ceiling rose, terminal Strip, any other associated electrical controllng devices to fittings etc. After maintenance, cleaning the light fittings free from dusts and ensuring the fixing clamps, main hook & safety chains (both for fitting and gasket) etc. for it's healthiness by tightening the fixing bolts and nuts.</p> <p>Note: 1). If the safety chains are damaged / missing, the same have to be replaced wherever necessary. Safety chains shall be under the scope of BHEL. Associated tools and accessories shall be brought by the contractor. 2). The contractor shall maintain roof-light maintenance log sheet including the activities carried out, bay locations, date of checking, roof-light faults attended, safety chains replaced/checked etc duly attested by the supervisor-in-charge.</p> <p>LOW BAY CRANEABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1-12Bay = 700 NO 2).Bldg.-1/DS&PS = 350 NO 3).Bldg.-5 = 150 NO 4).Bldg.-6 = 600 NO 5).Bldg.-50 = 1960 NO 6).Bldg.-53 = 27 NO 7).Gas plant = 100 NO Total available = 3887 NO. app.60% of the total quantity taken for execution = 2332 NO</p>	NO	2332		
20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384		
30	<p>Scope of work: As in Sl. No 10 but in the HIGH - BAYS/ CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b = 170 NO 2).Bldg.-1/DS & PS = 625 NO 3).Bldg.-5 = 60 NO 4).Bldg.-6 = 200 NO 5).Bldg.-50 = 225 NO 6).Bldg-107/Unit-II = 994 NO 7).Bldg-108/Unit-II = 994 NO 8).Bldg-117/Unit-II = 300 NO 9).Bldg 123/Unit-II = 100 NO Total available = 3668 NO app.80% of the total quantity taken for execution = 2934 NO</p>	NO	2934		

Contractor signature/seal

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20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= = 100 NO 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384		
40	<p>Checking, identifying the faults in Box/ Industrial type fluorescent tube light fittings (28W/40W/65W (SINGLE TYPE) Fluorescent Lamp Tube Light Fittings) in the ceiling/ roof / wall and rectifying the faults by replacement of one (or) more of the following: Lamps, Chokes, Condensers, Lamp holders, terminal Blocks, inter connecting wiring from DL MCB to Ceiling Rose / Terminal Stips to fitting/ any other associated electrical controlling devices etc.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 165 NO 2).Bldg.-1/DS & PS = 200 NO 3).Bldg.-5 = 70 NO 4).Bldg.-6 = 160 NO 5).Bldg.-50 = 210 NO 6).Bldg.-53 = 10 NO 7).HRDC. = 400 NO Total available = 1215 NO app.60% of the total quantity taken for execution = 729 NO</p>	NO	729		
50	<p>Scope of work: As in Sl. No.40 but in the TWIN TYPE 28W/40W/65W Fluorescent Lamp Tube Light Fittings.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 478 NO 2).Bldg.-1/DS & PS = 400 NO 3).Bldg.-5 = 70 NO 4).Bldg.-6 = 600 NO 5).Bldg.-50 = 310 NO 6).Bldg.-53 = 15 NO 7).HRDC. = 250 NO Total available = 2123 NO app.60% of the total quantity taken for execution = 1274 NO</p>	NO	1274		
60	<p>Scope of work: As in Sl. No.40 but in the Incandescent lamp fittings of various ratings(up to 1000 Watts).</p> <p>Area wise break-up: Bldg.-1/DS & PS = 50 NO Bldg-6 = 15 NO HRDC = 30 NO Total available = 95 NO app.60% of the total quantity taken for execution = 57 NO</p>	NO	57		
70	<p>Checking, identifying the faults in the Ceiling Fans (1200/1400 mm sweep) and rectifying of the faults by removing the fan from the ceiling and replacement of one or more of the following components: ball bearing/ bush, capacitor, split pin/ cotter pin, regulator.etc. Any wiring fault associated with the fan also should be corrected. After maintenance, cleaning the fans free from dusts and ensuring the fixing hooks, down rods, split pin/cotter pin, etc. for it's healthiness by tightening the chuck nuts fixing bolts and nuts, etc.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 293 NO 2).Bldg.-1/DS & PS = 200 NO 3).Bldg.-5 = 50 NO 4).Bldg.-6 = 250 NO 5).Bldg.-50 = 260 NO 6).Bldg.-53. = 15 NO 7).HRDC = 400 NO Total available = 1468 NO app.60% of the total quantity taken for execution = 881 NO</p>	NO	881		

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20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384		
80	<p>Checking, identifying the faults in the single phase/3-phase Exhaust fans and rectifying of the faults by replacement of one or more of the following components: ball bearing/ bush, capacitor, DOL starter/ MCB etc. Any wiring fault associated with the exhaust fan also should be corrected. After maintenance, cleaning the fans free from dusts and ensuring the fixing bolts, fan blade tightening nut etc., for it's healthiness by tightening the fixing bolts and nuts, etc. In case of winding failure, the motor should be removed from fixture and should be refixed after rewinding the motor. Note: Rewinding will be done by BHEL.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 45 NO. 2).Bldg.-1/DS & PS = 50 NO 3).Bldg.-5 = 25 NO 4).Bldg.-6 = 50 NO 5).Bldg.-50 = 35 NO 6).53-Building = 25 NO 7).HRDC = 15 NO Total available = 245 NO app.70% of the total quantity taken for execution = 172 NO</p>	NO	172		
90	<p>Removing and rewiring (2 runs in the roof light wiring points): Removing of the faulty/ damaged existing 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wires from 19mm/20mm dia PVC pipe and re wiring with new 1.5/2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wire in the existing PVC pipe for the wiring points in the roof light wiring points(Roof height: 10 Mtrs Apprx.). Note: The wire will be issued by BHEL at stores/ Site.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 1500 M 2).Bldg.-1/DS & PS = 3000 M 3).Bldg.-5 = 750 M 4).Bldg.-6 = 1200 M 5).Bldg.-50 = 1500 M 6).Bldg.-53 = 100 M 7).HRDC = 500 M 8).Unit-II = 600 M Total (approximate) = 9150 M app.40% of the total quantity taken for execution = 3660 NO</p>	M	3660		
100	<p>Removing and rewiring (2 runs in cabins/ rooms/ toilets/ annex building rooms): Removing of the faulty/ damaged existing 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wires from 19mm/20mm dia PVC pipe and re wiring with new 1.5/ 2.5/ 4/ 6 sq.mm PVC insulated Alu/ Copper wire in the existing PVC pipe for the wiring points in cabins/ rooms/ annex building rooms. The wires will be issued by BHEL at stores/Site. The removed old/ damaged wires should be handed over to disposal stores.</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bay = 700 M. 2).Bldg.-1/DS & PS = 3000 M 3).Bldg.-5 = 750 M 4).Bldg.-6. = 800 M 5).Bldg.-50. = 1800 M 6).HRDC = 500 M Total (approximate) = 7550 M. app.40% of the total quantity taken for execution = 3020 NO</p>	M	3020		

20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up: 1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384		
110	<p>Checking,identifying the faults in the Roof light fittings (65 Watts CFL-emergency lamps), rectification of the fault by replacing/ repairing of one or more of the the following components like Lamps,Chokes,Lamp holders,terminal blocks, interconnecting wiring from DL MCB to Ceiling rose/terminal strips,cleaing the complete fitting and checking & tightening of the safety chain with fixing bolts & nuts where ever required to ensure the safety of the fittings (Low Bays/ High bays).The parts for replacement shall be supplied by BHEL tore/Site at free of cost.The lamps/ fittings removed shall be tested for individual faults by the contractor in the presence of electrical supervisor. The faulty parts shall be replaced with new spares, tested for functionality and finally installed on the roofs by the contractor.In case of minor repairs/faults like loose connections,wiring faults etc the faulty parts may be serviced,tested for normal functioning and installed on the roofs by the contractor.</p> <p>Area wise break-up : 1).Bldg.107,108,117 Unit-II = 154 NO</p> <p>----- Total app. = 154 NO app.20% of the total quantity taken for execution = 31 NO</p>	NO	31		
120	<p>Checking, identifying the faults in Modular type fittings with 4x14W Fluorescent Lamp Tube Light in the ceiling/ roof / wall and rectifying the faults by replacement of one (or) more of the following: Lamps, ballast, terminal Blocks, inter connecting wiring from DL MCB to Ceiling Rose / Terminal Stips to fitting/ any other associated electrical controlling devices etc.</p> <p>Area wise break-up: 4).Bldg.-6 = 60 NO 5).Bldg.-50 = 42 NO 6).HRDC = 25 NO Total available = 127 NO</p>	NO	127		
	<p>General Note: 01).The maintenance is required in Unit-1 & Unit-2. 02).Cables/wires,PVC conduit pipes,condensers, ball bearings,fluorescent lamps,chokes, starters, lamp holders,Metal Halide/HPMV/HPSV lamps, switches,3 pin sockets & earth wires only will be supplied by BHEL Store/Site at free of cost. 03).Materials collection and movements from the stores by the contractor's own arrangements. 04).EOT crane will be provided/spared free of cost for roof light maintenance where ever available.The contractor has to arrange their own facility(Ladder etc.) for gaining access to the fittings in the annex blgs/high bays/low bays.Contractors has to arrange for personal protective equipments like safety belt, helmet, safety shoes etc. 05).Date wise Log sheet should be maintained for the works done, indicating Bay/Row references,total no of faulty fittings,no of fittings rectified each day etc., endorsed/certified by Area Maintenance- in-charge. 06).Contractors are requested to strictly comply the work permit system while doing the works at height.The safe work permit has to be obtained as directed by the Electrical Engineer in-charge. 07).Prior permission should be obtained from M&S, Production and Safety Dept.Necessary safety precautions should be adhered strictly.</p>				

20	<p>Scope of work: As in Sl. No 10 but in the LOW BAYS -NON CRANABLE AREA:</p> <p>Area wise break-up:</p> <p>1).Bldg.-1/1a-1b & 1-12 Bays = 20 NO light fittings on surrounding = wall and entry opening of B-1= 2).Bldg.-1/DS & PS = 100 NO 3).Bldg.-6 = 200 NO 4).Bldg.-50 = 55 NO 5).Gas Plant = 25 NO 6).HRDC = 80 NO Total available = 480 NO app.80% of the total quantity taken for execution. = 384 NO</p>	NO	384	
	<p>08).Safety precautions have to be ensured by the Contractor depending on the work nature. Necessary work permit system and personal protective equipments (PPE) such as electrical resistance rubber gloves, helmet, spectacle goggles, safety shoes, safety belt/belt rope etc. as applicable to electrical works should be adhered while carrying out the work in the roof. Issuing of PPE to their employees are under contractor's scope.</p> <p>09).The contractor shall ensure removal of all accessories such as ladders,safety belts, tools, nuts, bolts etc from the top of the EOT crane after completion of each cycle of work.</p> <p>10).Licensed electrical persons/Skilled electricians should be engaged.</p> <p>11).The contractor should be available daily with supervisor at site.</p> <p>12).The quantity is only approximate and it may vary either higher or lower by 20%.</p> <p>13).Electrical and Electronic waste disposal :- (Igniter/Choke/cables/wires/lamp & fittings etc..)</p> <p>i).All the fused lamp spares/cables/wires are to be collected and segregated by the contractor in an area identified by the electrical supervisor-in-charge.</p> <p>ii).The above faulty items shall be collected and sent to stores/ disposal yard by the contractor at the end of each cycle of work.</p> <p>iii).A separate receipt form shall be obtained by the contractor from the disposal yard/stores indicating the quantity,item description, reference Work Order Number,duly attested by the stores/ disposal yard in charge</p> <p>14).Period of contract: One Year.</p>			
			TOTAL :	
			SERVICE TAX @ 14.000%	
			SWACHH BHARAT CESS	
			KRISHI KALYAN CESS	
			GRAND TOTAL :	

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