



Annexure-A

**Important Note to Tenderers**

**This Tender is floated on TWO-BID System.** Tenders are requested to submit their offers in TWO-BIDS (Part I: Un priced bid and Part II: Price Bid) separately in a sealed cover as follows.

1. **Part I: UN PRICED BID:** (Complete with technical & Commercial conditions as per enquiry including un priced copy of price schedule i.e. identical to part II with prices blanked and replaced by "Quoted")  
The Tenderer should confirm their acceptance / comments to each and every clause of Annexure-A to Enquiry along with other commercial Terms & Conditions of Tender. In case any deviation is taken by the Tenderer from the Tender requirements, it is to be clearly indicated in the offer with reference to the particular clause. If such deviations are not explicitly indicated in the offer, it will be construed by BHEL that the Tenderer is complying with Annexure Clause(s), Commercial terms & conditions and other conditions in full. Any such non-compliance on these points, if raised / highlighted by the Tenderer, after opening the Price Bid, it will not be accepted by BHEL and the tender evaluation will be done based on the original offer submitted by them.
2. **Part II: PRICE BID:** Price (with break-up details wherever required) alone to be indicated. Price bid shall **not** contain any technical and commercial details.
3. **Both Un priced Bid and Price Bid is** to be submitted in a single envelop before 14.00 hours (Indian Time) on tender Due Date.
4. The **Unpriced Bid** shall be put in a separate sealed cover superscribed with Tender number, Tender Date & Tender Due Date and also the cover should be clearly marked with "UNPRICED BID".
5. The **Price Bid** shall be put in a separate sealed cover superscribed with Tender number, Tender Date & Tender Due Date & the cover should be clearly marked with "PRICE BID".
6. Both the individually enveloped **UNPRICED BID** and **PRICE BID** covers as mentioned above, have to be put in another single bigger cover clearly indicating Tender number, Tender Date & Tender Due Date at the top of the cover. This cover is to be addressed to Purchase Executive, Purchase Department, Seamless Steel Tube Plant (SSTP), BHEL, Tiruchirapalli-620014, India.
7. Unpriced Bid shall only be opened on the Tender Due Date mentioned in the Tender, in the presence of Tenderers / their Authorized Representative, who may like to be present for such opening. The price bid will NOT be opened on the date of tender opening.
8. After opening the Unpriced Bid, they shall be evaluated by BHEL for their suitability. BHEL shall hold discussions with the responded Tenderers on the Technical and Commercial terms and freeze the technical specifications. These frozen technical specifications will be communicated to responded tenderers.
9. BHEL shall offer opportunity to the responded and technically / commercially suitable Tenderers, to submit their latest Price Bid in line with the frozen technical delivery conditions.
10. This latest Price Bid for the frozen technical specifications submitted by the Tenderers will be opened in the presence of those Tenderers who have submitted the latest Price Bid. Based on the latest Price Bid only, the ranking of the Tenderers shall be made and accordingly the Tender shall be finalized.

**Annexure – B.**  
**Technical Conditions**

Vendor Code:	Vendor Name:	
Tender No.:	Tender Date:	Tender Due Date:

:

Sl.No.	Technical Requirement	Accepted
B1.	To supply of Materials as per Tender Specifications without any deviation.	
B2.	To supply of materials with suitable preservation and packing.	

Deviations, if any ( attach additional sheet, if reqd) :

Signature with Date	Seal

**Annexure – C.**  
**Commercial Conditions**

Vendor Code:	Vendor Name:	
Tender No.:	Tender Date:	Tender Due Date:

Sl.No.	Commercial Terms	Accepted				
C1.	<u>Delivery Terms :</u> Free delivery at BHEL/SSTP Stores.					
C2.	<u>Payment :</u> 100% after 45 days after receipt and acceptance of materials by BHEL					
C3.	<u>LIQUIDATED DAMAGES:</u> It is clearly understood among the parties to the Contract that TIME IS THE ESSENCE OF THE CONTRACT. Therefore, the delivery of the goods specified in the Purchase Order shall be made within the time prescribed. Where the Seller supplies or despatches the goods, beyond the delivery period specified, and the Purchaser will have no obligation to accept the goods. If accepted, Liquidated Damages at the rate of 0.5% (Zero point five Percent) of the value of goods delayed, per week of delay, subject to a maximum of 10% (Ten Percent) or part thereof, will be levied without prejudice to any other relief or compensation due to the Purchaser under any other conditions of the Contract. <u>RISK PURCHASE:</u> Alternatively, the Purchaser, at his option, will be entitled to terminate the Contract and to purchase elsewhere at the risk and cost of Seller, either the whole of the goods or any part, which the Seller has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available the best and nearest available substitute thereof. The Seller shall be liable for any loss, which the Purchaser may sustain by reason of such Risk Purchase(s), in addition to penalty at the rate mentioned in Clause No.06 above.					
C4.	<u>Delivery Period :</u> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Delivery from PO Date</td> <td>Enq. Sl.No 1 to 25</td> </tr> <tr> <td>3 Months</td> <td>All Quantity</td> </tr> </table>	Delivery from PO Date	Enq. Sl.No 1 to 25	3 Months	All Quantity	
Delivery from PO Date	Enq. Sl.No 1 to 25					
3 Months	All Quantity					
C5.	<u>Validity – 60 Days from the date of Tender Opening.</u>					
<u>Deviations if any (attach additional sheet, if required) :</u>						

Sl.No.	Commercial Terms	
C6.	a. Excise Duty Tariff Heading	
	b. Excise Duty ( %)	
	c. CESS on ED ( %)	
	d. Total of ED and CESS (%)	
C7	a. TVNAT ( %)	
	b. CST (%)	
C8.	Other Cost (if any) - % (or) Rs.	
C9	Are you Micro/Small/Medium Industry? (If YES, please furnish MSM Regn.No., along with a copy of MSM Certificate)	YES / NO MSM No. MSM Certificate enclosed(Yes/NO)

Signature with Date :

### **Annexure-D- Important Note to New Vendors**

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

1. Certificate of registration (copy of certificate to be submitted).
2. Banker's information (copy of bank pass book first page to be submitted).
3. MSME vendor certificate (if applicable).
4. Address of your organization (complete postal address with PINCODE).
5. Contact person's Phone No. /Mobile No. / FAX No. /E-mail ID.
6. Statutory documents – VAT / TIN / EXCISE REGISTRATION / CST REGN / SERVICE TAX REGISTRATION etc. (copy to be furnished)
7. NSIC/SSI Certificate (if applicable)
8. ISO Certificate (if applicable)
9. Experience certificate as proof of supply of similar items to any Govt. agencies / PSU / Organisations (copy of PO's to be furnished).
10. Audit Report/ IT Return (if applicable)
11. Agency agreement with manufacturer (if applicable)
12. Partnership Deed (if applicable).

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

## Certificate by Chartered Accountant

This is to Certify that M/S .....  
(hereinafter referred to as 'company') having its registered office at  
..... is registered under MSMED Act 2006, (Entrepreneur  
MeMemorandum No (Part—II)..... dtd:.....,  
Category:..... (Micro/Small)). (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as on  
date ..... as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises: Investment in plant and machinery** (i.e. original cost  
excluding land and building and the items specified by the Ministry of Small Scale Industries vide its  
notification No.5.0.1722(E) dated October 5, 2006:  
**Rs. ....Lacs**
2. **For Service Enterprises: Investment in equipment** (original cost excluding land and building and  
furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED  
Act, 2006:  
**Rs. ....Lacs**

The above investment of Rs..... Lacs is within permissible limit of  
Rs .....Lacs for ..... Micro / Small (~~Strike off which is not applicable~~)  
Category under MSMED Act 2006.

Date:

(Signature)

Name -

Membership number -

Seal of Chartered Accountant