

GENERAL INFORMATION / CHECKLIST

1. OFFER SHOULD BE SUBMITTED IN TWO PART BID SYSTEM ONLY.
2. VENDORS ARE REQUESTED TO GO THROUGH ENQUIRY SHEETS & ANNEXURES CAREFULLY.
3. FOR DETAILED SPECIFICATION, REQUIREMENT, DELIVERY SCHEDULE, SUPPLY CONDITIONS ETC. REFER ENQUIRY SHEET ENCLOSED HERewith.
4. ALL VENDORS ARE REQUESTED TO REFER BHEL's SPECIAL TERMS AND CONDITIONS ENCLOSED HERewith AS **ANNEXURE – 1 & 2**.
5. ALL VENDORS ARE REQUESTED TO REFER BHEL's STANDARD ENQUIRY & PURCHASE ORDER TERMS & CONDITIONS ENCLOSED HERewith AS **ANNEXURE – 3 & 4**.
6. VENDORS, WHO ARE NOT REGISTERED WITH BHEL, BHOPAL OR "INACTIVE VENDOR", SHOULD SUBMIT DULY FILLED-IN REGISTRATION FORM ENCLOSED HERewith AS **ANNEXURE- 5**, ALONGWITH TECHNO-COMMERCIAL BID: PART -1, WITH COPY OF STATUTORY DOCUMENTS (REQUIRED THEREIN), ELSE THEIR OFFER SHALL NOT BE CONSIDERED.
7. PLEASE QUOTE PRICE IN PRICE BID : PART 2 FORMAT ENCLOSED HERewith AS **ANNEXURE – 6 & 7**.THE PRICE QUOTED MUST BE **FIRM**.
8. TENDER / OFFER SHOULD REACH TENDER SECTION, GROUND FLOOR, ADMINISTRATIVE BUILDING, B.H.E.L., PIPLANI, BHOPAL – 462022 ON OR BEFORE 11.00 AM ON THE DUE DATE OF OPENING.
9. FOR ANY CLARIFICATION PLEASE CONTACT UNDERSIGNED BEFORE TENDER OPENING.

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