



BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)

PIPING CENTRE, MATERIAL MANAGEMENT

80, Gopathy Narayanaswamy Road, T.Nagar, Chennai – 600 017.

OPEN TENDER FOR LP START UP SYSTEM CONDENSATE PUMP

PRE-QUALIFYING REQUIREMENTS (PQR)-PART I

Enq: PC:SD:81LCP:IOT:001 dt 18.04.2014

Sl.no	PRE-QUALIFYING REQUIREMENTS (PQR)	Supplier's acceptance /Remarks	Documents enclosed (Y/N)
1	The vendor for the complete unit shall be the pump manufacturer		
2	Supplier must have valid ISO: 9001 Certification.		
3	The offered pump should have been designed, manufactured & tested in conformance to applicable Indian/ International standards. (as listed in the specification)		
4	The vendor should have his Own design/ engineering establishment & testing facilities with experienced personnel in the field and well established quality systems to control & monitor the quality of manufactured and outsourced equipment as well as for project management and execution facilities.		
5	Vendor should have manufactured pumps of identical or validly similar in power rating ,speed, discharge pressure, discharge head,capacity, mechanical design, materials and rotor dynamics as compared to atleast 3 pumps produced,tested and supplied by the vendor from the proposed manufacturing plant for similar service.		
6	Feedback certificates from end user, for proof of satisfactory working of above pump shall be submitted along with reference list.		
7	In case the vendor does not have experience of having supplied the offered pump on its own strength then the vendor can collaborate/ associate with a party/ vendor having the experience and meeting the qualifying requirement stipulated above. In that case the vendor would have to give a joint deed of undertaking with his collaborator/ associate toward back up guarantee for the pump on the project specific basis.		
8	The reference list shall be prepared and submitted in a manner so as to clearly show that the above requirements are satisfied. In the reference list for pumps, vendor to clearly furnish the type and model offered, year of supply, make& rating of the motor, suction & discharge nozzle sizes, Flow,Head,speed, operating Temp, and suction pressure.		
9	Bids not accompanied with reference list for proposed pump model along with complete information justifying the provenness as per the PQR specified above, are liable to be rejected.		
10	CHINESE VENDORS/CHINA MATERIAL is NOT ACCEPTABLE for Lalitpur project .		
11	All import sources shall provide D&B report on financial soundness.		
12	Duly filled in Supplier Registration form to be enclosed for vendors not registered in BHEL Piping centre (Import/Indigenous format to be filled as applicable)		



CHECKLIST FOR COMMERCIAL TERMS AND CONDITIONS-INDIGENOUS VENDORS
Part-II to Enquiry No. PC:SD:81LCP:IOT:001 dt 18.04.2014 (CONDENSATE PUMP)
 (format to be filled-up by the supplier and to be submitted along with offer)

SL. NO.	DESCRIPTION	BHEL'S REQUIREMENT	SUPPLIER'S CONFIRMATION	SUPPLIER'S DEVIATION
01.	PRICE	Firm till completion of order.		
02.	DELIVERY TERMS	F.O.R. DESTINATION (Destination as per Enquiry)		
03.	PACKING&FORWARDING	To be included.		No deviation is acceptable
04.	INSURANCE	To be included.		No deviation is acceptable
05.	FREIGHT	To be quoted extra projectwise.		
06.	EXCISE DUTY in %	To be indicated by supplier. (CENVAT copy to be provided along with supply)		
07.	SALES TAX in %	To be indicated by supplier.(Concessional form C / XVII will be given)		
08.	OCTROI	If any, to supplier's account only.		
09.	PAYMENT TERM	90% against dispatch documents ,10% against site acknowledgement and 10% PBG.		No deviation is acceptable
10.	DELIVERY PERIOD	6 months from the date of LOI/PO with breakup as 2 weeks for complete drawings and documents submission for approval, 2 weeks for approval by BHEL and 5 months for delivery.		
11.	LD Clause: "If the supplier fails to deliver the Raw material/Components/Equipments within the period specified in the contract the purchaser shall deduct Liquidated Damages , a sum equivalent to 0.5% of the price for each week of delay or part thereof up to a maximum of 10% of the price of delayed/total purchase order value/ undelivered portion to be reckoned from the contract delivery date to cargo readiness date (ie final inspection agency's signed date in the test certificate) " In addition to the recovery of interest at normal cash credit rate plus 2% for the unadjusted portion of the advances. If the delay in delivery of a part contributes to delay in execution of the total system , LD and interest on advances will be recovered on the total contract price / total advance paid .			

12	OFFER VALIDITY	Minimum 90 days from the date of price bid opening/Reverse auction		No deviation is acceptable
13	PARTICIPATION IN REVERSE AUCTION	To confirm.		
14.	INSPECTION BEFORE DESPATCH	Will be done at vendor's Works before Dispatch by BHEL / BHEL's Authorized Inspection Agency AIA / BHEL's customer		No deviation is acceptable
15.	TEST CERTIFICATE	Required		No deviation is acceptable
16.	Risk Purchase clause : Your confirmation to our standard risk purchase clause that alternatively the Purchaser at his option will be entitled the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute therefor. The supplier shall be liable for any loss which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in clause 10 above.			No deviation is acceptable
17.	BHEL Standard Guarantee Clause: Your confirmation to our standard Guarantee clause that the materials are to be guaranteed for satisfactory performance for a period of twelve months from the date of commissioning / putting into use (or) eighteen months from the dispatch which ever is earlier and if any defect is noticed during the above period, the same shall be rectified/replaced free of cost on Trichy/ Destination basis within a reasonable time. To this effect a Guarantee certificate should be sent along with the dispatch documents in the event an order			No deviation is acceptable

NOTE : The above format shall be completely filled and deviation if any shall be clearly spelt out. The columns which are not applicable shall be mentioned as "Not Applicable". No column should be left blank .

The above Commercial Terms and Conditions are confirmed by us for this tender. In case there is a variance between the conditions confirmed above and the main offer, we certify that the Commercial Terms and Conditions given above is applicable . Such Commercial Terms and Conditions in the main offer may be considered null and void by the Purchaser and this is accepted by us.

Date :

SIGNATURE WITH SEAL

2/3

**REQUIREMENT OF TECHNICAL DETAILS /CONFIRMATION
(To be filled in full and to be submitted along with offer)**

S.NO	DESCRIPTION	BHEL'S REQUIREMENT	SUPPLIER'S COMMENTS
01	SPECIFICATION	Clause wise / Point wise confirmation to be given in TOTO for all specifications & to be submitted along with offer. (i.e Xerox copy of specn duly filled with your acceptance / comments duly signed & sealed).	
02	MATL.REQUIREMENT FOR LALITPUR PROJECT	For Lalitpur project, "CHINA MATERIAL IS NOT ACCEPTABLE". Kindly confirm.	
03	QUALITY PLAN	Vendor Quality plan to be enclosed.	
04	SPECIFICATION DEVIATION DISPOSITION REPORT (SDDR)	Attached SDDR to be filled & submit along with offer. (Even NO deviation is taken, NIL report to be submitted).	

SPECIFICATION DEVIATION DISPOSITION REPORT					
Specn		Item			
Eng.No &Date					
Vendor Name					
SPECN					
Page	Clause	Details Of Deviation With Reason		Disposition By Bhel	
Signature Of Vendor				Reviewed By	
" AGREED DEVIATION "				APPROVED BY	
if any to be incorporated in the PO in the event of order.					

Date

VENDOR'S SIGNATURE WITH SEAL



CHECKLIST FOR COMMERCIAL TERMS AND CONDITIONS-IMPORT VENDORS
Part-II to Enquiry No. PC:SD:81LCP:IOT:001 dt 18.04.2014 (CONDENSATE PUMP)
 (format to be filled-up by the supplier and to be submitted along with offer)

SL. NO.	DESCRIPTION	BHEL'S REQUIREMENT	SUPPLIER'S CONFIRMATION	SUPPLIER'S DEVIATION
01.	PRICE	Firm till completion of order.		
02.	DELIVERY TERMS	CIF/Chennai sea port		
03.	P&F, FOB CHARGES,FREIGHT & INSURANCE, DRAWINGS & DOCUMENTATION,INTERNAL & THIRD PARTY INSPECTION CHARGES ETC.	To be included.		No deviation is acceptable
04.	PAYMENT TERM	100% CAD basis (Cash against documents) with 10% PBG. If LC is requested , loading charges @ 1.5% of the basic charge will be applicable .		No deviation is acceptable
05.	DELIVERY PERIOD	6 months from the date of LOI/PO with breakup as 2 weeks for complete drawings and documents submission for approval, 2 weeks for approval by BHEL and 5 months for delivery.		
06.	<p>LD Clause: "If the supplier fails to deliver the Raw material/Components/Equipments within the period specified in the contract the purchaser shall deduct Liquidated Damages , a sum equivalent to 0.5% of the price for each week of delay or part thereof up to a maximum of 10% of the price of delayed/total purchase order value/ undelivered portion to be reckoned from the contract delivery date to cargo readiness date (ie final inspection agency's signed date in the test certificate) " In addition to the recovery of interest at normal cash credit rate plus 2% for the unadjusted portion of the advances. If the delay in delivery of a part contributes to delay in execution of the total system , LD and interest on advances will be recovered on the total contract price / total advance paid .</p>			
07.	OFFER VALIDITY	Minumum 90 days from the date of price bid opening/Reverse auction		No deviation is acceptable
08.	PARTICIPATION IN REVERSE AUCTION	To confirm.		
09.	INSPECTION BEFORE DESPATCH	Inspection shall be by reputed agencies like Lloyds, BV, SGS, TUV or by Inspection agency approved by IBR for that country of origin.Vendor shall indicate the name of the agency in the technical bid.		No deviation is acceptable

10.	TEST CERTIFICATE	Required		No deviation is acceptable
11.	Risk Purchase clause : Your confirmation to our standard risk purchase clause that alternatively the Purchaser at his option will be entitled the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute therefor. The supplier shall be liable for any loss which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in clause 10 above.			No deviation is acceptable
12.	BHEL Standard Guarantee Clause: Your confirmation to our standard Guarantee clause that the materials are to be guaranteed for satisfactory performance for a period of twelve months from the date of commissioning / putting into use (or) eighteen months from the dispatch which ever is earlier and if any defect is noticed during the above period, the same shall be rectified/replaced free of cost on Trichy/ Destination basis within a reasonable time. To this effect a Guarantee certificate should be sent along with the dispatch documents in the event an order			No deviation is acceptable

NOTE : The above format shall be completely filled and deviation if any shall be clearly spelt out. The columns which are not applicable shall be mentioned as "Not Applicable". No column should be left blank .

The above Commercial Terms and Conditions are confirmed by us for this tender. In case there is a variance between the conditions confirmed above and the main offer, we certify that the Commercial Terms and Conditions given above is applicable . Such Commercial Terms and Conditions in the main offer may be considered null and void by the Purchaser and this is accepted by us.

Date :

SIGNATURE WITH SEAL

2/3

**REQUIREMENT OF TECHNICAL DETAILS /CONFIRMATION
(To be filled in full and to be submitted along with offer)**

S.NO	DESCRIPTION	BHEL'S REQUIREMENT	SUPPLIER'S COMMENTS
01	SPECIFICATION	Clause wise / Point wise confirmation to be given in TOTO for all specifications & to be submitted along with offer. (i.e Xerox copy of specn duly filled with your acceptance / comments duly signed & sealed).	
02	MATL.REQUIREMENT FOR LALITPUR PROJECT	For Lalitpur project, "CHINA MATERIAL IS NOT ACCEPTABLE". Kindly confirm.	
03	QUALITY PLAN	Vendor Quality plan to be enclosed.	
04	SPECIFICATION DEVIATION DISPOSITION REPORT (SDDR)	Attached SDDR to be filled & submit along with offer. (Even NO deviation is taken, NIL report to be submitted).	

SPECIFICATION DEVIATION DISPOSITION REPORT					
Specn		Item			
Eng.No &Date					
Vendor Name					
SPECN					
Page	Clause	Details Of Deviation With Reason		Disposition By Bhel	
Signature Of Vendor				Reviewed By	
" AGREED DEVIATION "				APPROVED BY	
if any to be incorporated in the PO in the event of order.					

Date

VENDOR'S SIGNATURE WITH SEAL



BHARAT HEAVY ELECTRICALS LIMITED
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PIPING CENTRE, MATERIAL MANAGEMENT
80, Gopathy Narayanaswamy Road, T.Nagar, Chennai – 600 017.

INDIGENOUS VENDORS- PART III FORMAT - PRICE BID

VENDOR NAME:		ENQ NO :	PC:SD:81LCP:IOT:001 dt 18.04.2014
VENDOR WORKS:		ITEM:	CONDENSATE PUMP
VENDOR QUOTATION REF:		PROJECT:	LALITPUR & MOUDA

01	Basic Price/Unit		Basic Price / Unit to be quoted in Rs .		Rs
02	Packing	%	On Sl no 01	INCLUDED IN SL NO 01	INCLUDED IN SL NO 01
03	Forwarding	%	On Sl no 01	INCLUDED IN SL NO 01	INCLUDED IN SL NO 01
04	Excise Duty	%	On sum of sl no 01 to 03	%	Rs
05	Edu-Cess on ED	%	On sl no 04	%	Rs
06	Sales tax/ VAT	%	On sum of sl no 01 to 05	%	Rs
07	Freight	%	On sl no 01	INCLUDED IN SL NO 01	INCLUDED IN SL NO 01
08	Insurance	%	On sum of sl no 01 to 07	INCLUDED IN SL NO 01	INCLUDED IN SL NO 01
09	Octroi	%	On sum of sl no 01 to 08	INCLUDED IN SL NO 01	INCLUDED IN SL NO 01
10	Total		Sum of sl no 01 to 09		Rs

*Supplier to fill sl no 01 , 04 ,05 , 06 & 10 without fail . .

Quote for Mandatory spares and Service charges for supervision of erection & commissioning separately.

DATE

SIGNATURE WITH SEAL



BHARAT HEAVY ELECTRICALS LIMITED
(A Government of India Undertaking)
PIPING CENTRE, MATERIAL MANAGEMENT
80, Gopathy Narayanaswamy Road, T.Nagar, Chennai – 600 017.

IMPORT VENDORS-PART III FORMAT - PRICE BID

VENDOR NAME:		ENQ NO :	PC:SD:81LCP:IOT:001 dt 18.04.2014
VENDOR WORKS:		ITEM:	CONDENSATE PUMP
VENDOR QUOTATION REF:		PROJECT:	LALITPUR & MOUDA


1	Item	Currency*	Base price per unit.	UNIT PRICE-CIF ,CHENNAI RATE INCLUSIVE OF P&F, FOB CHARGES,FREIGHT & INSURANCE, DRAWINGS & DOCUMENTATION,INTERNAL & THIRD PARTY INSPECTION CHARGES and any OTHER CHARGES applicable.
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* For the evaluation purposes the exchange rate (TT – Selling Rate of SBI) on Part I bid opening date will be considered.

Quote for Mandatory spares and Service charges for supervision of erection & commissioning separately.

DATE

SIGNATURE WITH SEAL

	Annexure-II GUIDELINES TO INDIAN SUPPLIERS FOR FILLING-UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	I of II

- Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
- Registration Form may be obtained from BHEL website www.bhel.com.
- Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India


- In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
- Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
- The Supplier Registration Form has four parts:

Part A	Organisational Information	Form no. SRF(I)01 – page 1 to 10
Part B	Quality System	Form no. SRF(I)01 - page 11 to 12
Part C	Technical Competence	Form no. SRF(I)01 page 13 (if sent by BHEL)
Part D	Score Sheet (to be filled by BHEL)	Form no. SRF(I)01 page 14 to 17

The set of formats to be filled by different category of suppliers is as follows:

Sl.No	Supplier Category	Formats
1.	Indian Suppliers (manufacturers)	- Organisational Information - Quality System - Technical Competence
2.	Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal	- Organisational Information SRF(I)01- Part A (page 1 to 10 except Sl. No. 5.1, 5.2, 6.6, 6.7, 7 & 8)

- All columns are to be filled up properly in the space provided for. Wherever it is not applicable, please mention “Not Applicable”. The form is to be signed by the authorised signatory.
- A separate sheet may be attached if the space provided is insufficient or additional information is to be given. Please put proper identification tag on the separately attached sheet.
- Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
- As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
- Incomplete forms will be rejected.
- Any information / clarification required by BHEL during evaluation must be given expeditiously.
- Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
- Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
- If you are attaching a document in a language other than Hindi/ English, a self attested Hindi/ English translated document may please be also attached.

	Annexure-II Check List for Indian Supplier Registration Form	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	II of II

Sl.No.	Check-Point	Yes/No
1.	Information against all points under “Organizational Information” (Part-A) has been given.	
2.	All enclosures and supporting documents have been enclosed.	
3.	Summary list of enclosures has been furnished as per S.N.10 of Organisational Information form no. SRF (I) 01 & S.N 12 of Quality system form no. SRF (I) 01.	
4.	Are you an ISO 9001 accredited supplier?	
5.	If yes, have you enclosed "Table of Contents" of your Quality Manual and copy of ISO 9001 accreditation certificate?	
6.	Have you filled up Quality System format given in Part B?	
7.	Technical requirements, specifications, drawings, standards have been received from BHEL before filling up Technical Competence, Part C.	
8.	All the parts of the form & enclosures have been signed by Authorised Signatory.	
9.	Have you attached EFT details? (In original, Certified by the bank)	
10.	If you are seeking registration for a MSME company (as per MSME Act of Government of India), have you attached requisite certificate as per Act?	

Date :

Signature & seal

(Authorised Signatory)

Note: This check list is to be attached with the filled up Supplier Registration Form.

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

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INFORMATION WITH * MARKS IS SCOREABLE.

PART- A : ORGANISATIONAL SOUNDNESS

ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR, WHEREVER IT IS NOT APPLICABLE, PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED. **PLEASE ATTACH SEPARATE SHEET, IF SPACE AVAILABLE IS INADEQUATE.**

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

ORGANISATIONAL INFORMATION			
NAME AND CORRESPONDENCE ADDRESS OF THE SUPPLIER SEEKING REGISTRATION :-			
1.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR :			
SL. NO.	DESCRIPTION	SIZE & RANGE	MFG. STD/ IS / DIN /BS ETC.
SUPPLIER'S AUTHORISED SIGNATORY		BHEL CERTIFIED ASSESSOR	

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

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ORGANISATIONAL INFORMATION

2.0 GENERAL INFORMATION :

2.1 NAMES OF THE WORKS/DIVISION (Products manufactured at each works to be mentioned :

ADDRESS :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

2.2 NAME OF CHIEF EXECUTIVE /
PROPRIETOR / PARTNER & ADDRESS :

2.3 DETAILS OF AUTHORISED SIGNATORY FOR SEEKING CLARIFICATION :

NAME :

DESIGNATION :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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ORGANISATIONAL INFORMATION

3.0 OWNERSHIP INFORMATION : DOCUMENTS TO BE FURNISHED

3.1 GOVT. OF INDIA UNDERTAKING:

OR

STATE GOVT. UNDERTAKING :

OR

LIMITED COMPANY, :

MEMORANDUM AND
ARTICLES OF ASSOCIATION

OR

PRIVATE COMPANY :

MEMORANDUM AND
ARTICLES OF ASSOCIATION

OR

CO-OPERATIVE SOCIETY, :

SOCIETY RULES AND
BYE LAWS

OR

PARTNERSHIP FIRM, :

PARTNERSHIP DEED

OR

PROPRIETORSHIP, :

PROFESSION TAX REGN.
AND MUNICIPAL REGN.

ANY OTHER (SPECIFY) :

3.2 NATURE OF BUSINESS :

(MANUFACTURING UNIT/
ENGG CONSULTANT/ EPC CONTRACTOR)

(AGENTS/ DISTRIBUTORS/STOCKISTS/DEALERS/
TRADERS/ INDIAN SUBSIDIARY/ CHANNEL PARTNER – attach authorization
certificate of principal)

3.3 YEAR OF ESTABLISHMENT :

* 3.4 YEAR OF COMMENCEMENT OF BUSINESS :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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ORGANISATIONAL INFORMATION

4.0 REGISTRATION PARTICULARS

(FURNISH DETAILS AND ENCLOSE COPY OF CERTIFICATE FOR THE FOLLOWING)

- 4.1 PERMANENT ACCOUNT NO :
4.2 CENTRAL SALES TAX REGN NUMBER :
4.3 STATE SALES TAX / TIN NUMBER :
4.4 EXCISE DUTY REGN NUMBER :
4.5 EXCISE CONTROL CODE NUMBER :
4.6 SERVICE TAX REGN NUMBER :
4.7 CATEGORY AS PER MSMED ACT : MICRO/ SMALL/ MEDIUM
REGN NO. :
VALID UPTO :
(Attach Certificate)

5.0 TOTAL ORGANISATIONAL STRENGTH : (ATTACH ORGANISATION CHART)

- | | GRADUATE | DIPLOMA | SKILLED | NON-SKILLED |
|--|----------|---------|---------|-------------|
| ENGINEERING : | | | | |
| MANUFACTURING : | | | | |
| QUALITY : | | | | |
| COMMERCIAL /
SERVICE AFTER SALES : | | | | |
| OTHERS : | | | | |
| TOTAL : | | | | |
| * 5.1 POWER BACKUP :
(GIVE DETAILS) | YES/ NO | | | |
| * 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : | YES/ NO | | | |

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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ORGANISATIONAL INFORMATION

6.0 OTHER PARTICULARS :

(FURNISH DETAILS AND ENCLOSE DOCUMENTARY EVIDENCE/ COPY OF CERTIFICATE FOR THE FOLLOWING)

* 6.1 IF THE COMPANY IS ALREADY REGISTERED WITH ANY OF BHEL UNITS, GIVE :

6.1.1. BHEL UNIT'S NAME :

6.1.2. SUPPLIER REGN. CODE NO. :

6.1.3. ITEMS FOR WHICH REGISTERED & THEIR SPECIFICATION
(ENCLOSE PROOF OF SUCCESSFUL EXECUTION OF
ONE OR MORE PURCHASE ORDERS) :

* 6.2 IS THE COMPANY APPROVED BY
ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /
IBR / LLOYDS ETC FOR INTENDED
MATERIAL CATEGORY? : YES / NO
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.3 IS THE COMPANY ISO 9001 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE & TOC OF QUALITY SYSTEM) :

* 6.4 IS THE COMPANY AN ISO 14000 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE) :

* 6.5 IS THE COMPANY OHSAS - 18000 APPROVED?: YES / NO
(ENCLOSE CERTIFICATE)

* 6.6 TECHNICAL COLLABORATOR :
(FOREIGN OR INDIGENOUS)
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.7 R&D SET UP

6.8 DIRECTORS / PARTNERS, IF RELATED TO ANY
BHEL EMPLOYEE.
NAME :
STAFE NO. :
DESIGNATION :
Unit & DEPARTMENT :
RELATIONSHIP :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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ORGANISATIONAL INFORMATION

6.9 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.

NAME :
STAFF NO. :
DESIGNATION :
UNIT & DEPARTMENT :
DATE OF LEAVING SERVICE :

6.10 COMPANY'S WEEKLY HOLIDAYS :

WORKS OFFICE

6.11 EXPERIENCE LIST:

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS . ALSO ATTACH PERFORMANCE CERTIFICATES ISSUED BY ANY TWO CLIENTS FOR SUCCESSFUL EXECUTION OF THE CONTRACTS FOR LAST TWO YEARS- FOR PEM)

*6.12 DETAILS OF PENDING LEGAL ISSUES ON CONTRACTUAL ASPECTS WITH CUSTOMER , IF ANY

6.13 The following information of Bank Account of the Company, duly endorsed by the Bank (required for Electronic Fund Transfer –EFT/RTGS) is to be submitted

1. Name of the Company
2. Name of Bank
3. Name of Bank Branch
4. City/Place
5. Account Number
6. Account type
7. IFSC code of the Bank Branch
8. MICR Code of the Bank Branch
9. Details of other Bankers (for reference purpose only)

NOTE :

(i) Suppliers who have already submitted the above information are requested to submit a copy of the same.

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

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ORGANISATIONAL INFORMATION

7.0 MANUFACTURING FACILITIES:

***7.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS (INCLUDING MATERIAL HANDLING FACILITY)**

SL. NO	DESCRIPTION OF MACHINE/EQUIPMENT	QUANTITY	MAKE & YEAR OF INSTALLATION	REMARKS

IN CASE OF SPACE LIMITATION, PLEASE ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	PROCESS OUTSOURCED	NAME OF THE COMPANY	DESCRIPTION OF MACHINE / EQUIPMENT	REMARKS

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE:**

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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ORGANISATIONAL INFORMATION

8.0 INSPECTION & TESTING FACILITIES:

*** 8.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT**

SL. NO	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	NOS.	MAKE & YEAR OF MANUFACTURING	LAST DATE OF CALIBERATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 8.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	TEST	SOURCE OF TESTING	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	APPROVAL OF EQUIPMENT/ PROCESS/PERSONNEL QUALIFICATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

Note:

In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking

SUPPLIER'S AUTHORISED SIGNATORY

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ORGANISATIONAL INFORMATION					
FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS					
9.0	Parameter	Year 1	Year 2	Year 3	Year 4
		(Years in ascending order, Money value in Rs. Lakhs)			
* 9.1	NET WORTH (Share Capital +Reserves)				
	Growth over previous year (%)	-----			
9.2	LONG TERM DEBT / LOAN				
* 9.3	DEBT EQUITY RATIO <u>Long term Debt (9.2)</u> <u>Net worth (9.1)</u>				
9.4	INVESTMENT IN: Land & Building				
	Plant & Machinery				
	Other Fixed Assets				
9.5*	NET CURRENT ASSETS				
	1 a) Cash on hand				
	b) Account receivable				
	c) Inventories				
	Total				
	CURRENT LIABILITY				
	2 a) Sundry creditors				
	b) Interest accrued but not due				
c) Other liabilities					
Total					
3	* QUICK RATIO <u>CA - INVENT. {9.5(1)-9.5(1)c}</u> Current liability {9.5 (2)}				
* 9.6	SALES				
	Growth over previous year (%)	-----			
* 9.7	PROFIT BEFORE TAX				
	Growth over previous year (%)	-----			
* 9.8	Whether the supplier has been referred to BIFR / NCLT / any other Govt agency (If YES , enclose details)				YES / NO
* 9.9	Whether the supplier is a potential sick company.(If YES , enclose details)				YES / NO
<p>NOTE: 1. Copies of annual accounts (Balance Sheet) for the last four years (or from date of incorporation which ever is less) along with audit report are to be submitted. The above details shall be highlighted in the Balance Sheet.</p> <p>2. Status of Tax assessments done under various laws (Income Tax, VAT/Sales Tax, Excise & Service Tax, Custom) and details of disputes pending, if any, with these authorities to be submitted.</p>					
SUPPLIER'S AUTHORISED SIGNATORY			BHEL CERTIFIED ASSESSOR		

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ORGANISATIONAL INFORMATION

10. LIST OF ENCLOSURES (Tags to be put on enclosures) :

- | | | |
|--------|---|------------|
| (i) | MEMORANDUM AND ARTICLES OF ASSOCIATION / SOCIETY RULES AND BYE LAWS / PARTNERSHIP DEED/ PROFESSION TAX REGN & MUNICIPAL REGN. | : YES / NO |
| (ii) | Copy of certificate of following:- | |
| | • PERMANENT ACCOUNT NO | : YES / NO |
| | • CENTRAL SALES TAX REGN NUMBER | : YES / NO |
| | • STATE SALES TAX / TIN NUMBER | : YES / NO |
| | • EXCISE DUTY REGN NUMBER | : YES / NO |
| | • EXCISE CONTROL CODE NUMBER | : YES / NO |
| | • SERVICE TAX REGN NUMBER | : YES / NO |
| | • REGN NUMBER OF CATEGORY AS PER MSMED ACT | : YES / NO |
| (iii) | ORGANISATION CHART | : YES / NO |
| (iv) | If registered with any other BHEL Unit, | |
| | • LETTER OF REGISTRATION WITH BHEL UNIT | : YES / NO |
| | • PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS | : YES / NO |
| (v) | Letter of approval from ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS / IBR / LLOYDS ETC | : YES / NO |
| (vi) | Accreditation certificate for | |
| | • ISO: 9001 | : YES / NO |
| | • TOC of Quality System Manual | : YES / NO |
| | • ISO : 14000 | : YES / NO |
| | • OHSAS , ISO 18000 | : YES / NO |
| (vii) | Letter regarding technical collaboration | : YES / NO |
| (viii) | Experience List / Performance certificate | : YES / NO |
| (ix) | Balance Sheet for the last four years along with audit Report | : YES / NO |
| (x) | Principal's authorization in case of dealers/ agents | : YES / NO |
| (xi) | EFT Bank's certificate | : YES / NO |

I /WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS & SPECIFICATIONs SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND/ OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.

Maximum Marks = 50

Negative Marks = -13

Minimum Qualifying marks = 30

SUPPLIER'S AUTHORISED SIGNATORY

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Part B (QUALITY SYSTEM):

Sl. No	PARAMETERS	SYSTEM IN EFFECT (Tick if exists & provide evidences if ticked in written procedure)		RECORDS (Tick if available & submit evidences)	REMARKS
		Written Procedure	Practice		
1*	Incoming Material Control System				Furnish a copy of system and organization.
2*	In process control				Furnish at least one work instruction & record of process control parameter
3*	Manufacturing / Testing Procedure Qualification				Procedure Qualification specification may be submitted
4*	Personnel qualification for 3 above.				Record of Personnel qualification (PQR) to be submitted
5*	Calibration system				Submit list of instrument & their calibration status
6*	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.				Copy of procedure to be submitted
7*	System of Storage, Preservation , Painting & packing				Copy of procedure to be submitted
8*	System of NCR disposition & corrective preventive action				Two copies of NCR & CAPA
9*	Customer complaints handling system				Submit list of customer complaints & status for the last three years
10*	Safety measures				Submit copy of safety system & Record of accidents for last three years
11	Any other quality initiative				

SUPPLIER'S AUTHORISED SIGNATORY

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Part B (QUALITY SYSTEM):

12. LIST OF ENCLOSURES

- (i) Copy of system of control incoming materials and organization chart
- (ii) Copy of at least one process control work instruction
- (iii) Record of process control parameter
- (iv) Copy of at least one Procedure Qualification specification
- (v) Record of Personnel qualification (PQR)
- (vi) List of instrument & their calibration status
- (vii) Copy of procedure for Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.
- (viii) Copy of procedure for Storage/ preservation/ painting & packing
- (ix) Copies of two NCRs and their CAPA.
- (x) List of customer complaints & status for the last three years
- (xi) Copy of safety system
- (xii) Record of accidents for last three years

Maximum Marks = 25

Minimum Qualifying marks = 15

SUPPLIER'S AUTHORISED SIGNATORY

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Part C: TECHNICAL COMPETENCE

Technical competence shall be evaluated in two parts viz. common competence and product/material category specific competence.

(i) COMMON TECHNICAL COMPETENCE

TECHNICAL COMPETENCE (where design specification is given by BHEL)	MARKING RANGE	Marking range, if product specific technical competency not required	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL
1. Supplier understands the product specification.	(0-3)	(0-8)		
2. Supplier understands the inspection requirements.	(0-2)	(0-5)		
3. Supplier has process capability to achieve the product specification/dimensional requirement.	(0-3)	(0-8)		
4. Supplier has experienced manpower to carry out the job.	(0-2)	(0-4)		
TOTAL MARKS OUT OF POSSIBLE	10	25		

OR

TECHNICAL COMPETENCE (where performance specification is given by BHEL)	MARKING RANGE	Marking range, if product specific technical competency not required	PROCEDURE		SYSTEM IN EFFECT		RECORDS	
			SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL
1. Design capability	(0-3)	(0-8)						
2. Adequacy of quality assurance plan	(0-2)	(0-5)						
3. Process capability for components	(0-3)	(0-8)						
4. Adequate of testing	(0-2)	(0-4)						
TOTAL MARKS OUT OF POSSIBLE Average of Total (Total/3) = -----	10	25						

(ii) PRODUCT/ MATERIAL CATEGORY SPECIFIC TECHNICAL COMPETENCE

(Max Marks: 15)

Unit MISCC to structure the parameters to be considered for the technical competence depending on material category. The score of individual parameter selected is to be decided by MISCC. MISCC shall identify the requirement of enclosures to be furnished by supplier.

Product:

Sl. No	Material category	Tech Parameter	Supplier's response	Remarks

To be filled up only on receipt of technical requirements/ specification, drawings, standards from BHEL and to be sent to BHEL for further scrutiny. Enclose documentary evidence where ever required.

LIST OF ENCLOSURES:

Maximum Marks = 25

Minimum Qualifying marks = 15

No marks is to be given by the supplier. Only supplier response along with supporting documents.

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

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FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

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Part D : SCORE SHEET

1. ORGANISATIONAL SOUNDNESS (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., excise duty no., etc. submitted	Yes: 2 No: 0	2	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 5 years : 2 1-5 years : 1 Less than 1 year : 0	2	
3.	5.1 POWER BACKUP	Yes : 1 No : 0	1	
4.	5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY	Yes : 1 No : 0	1	
5.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
6.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
7.	6.3 ISO 9001 ACCREDITATION	Yes : 3 No : 0	3	
8.	6.4 ISO 14000 ACCREDITATION	Yes : 1 No : 0	1	
9.	6.5 OHSAS - 18000 ACCREDITATION	Yes : 1 No : 0	1	
10.	6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS)	Yes : 1 No : 0	1	
11.	6.7 R & D SET UP	Yes : 1 No : 0	1	
12.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	
13.	7.1 & 7.2 MANUFACTURING FACILITIES INCLUDING OUTSOURCING	Adequate : 3 Substantial : 2 Inadequate : 0	3	
14.	7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE	Less than 10% : 2 10 to 30 % : 1 More than 30% : 0	2	
15.	8.1 INSPECTION & TESTING FACILITIES	Adequate : 2 Substantial : 1 Inadequate : 0	2	
16.	8.2 OUTSOURCING OF MAJOR TESTING FACILITY (Refer Note)	Yes : 0 No : 1	1	
	TOTAL		25	

1. ORGANISATIONAL SOUNDNESS (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., etc. submitted (clause 6.0 of chapter V to be referred in this regard)	Yes: 7 No: 0	7	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 3 years : 2 1-3 years : 1 Less than 1 year : 0	2	
3.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
4.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
5.	6.3 ISO 9001 ACCREDITATION	Yes : 2 No : 0	2	
6.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	

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BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

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Part D: SCORE SHEET

2. FINANCIAL INFORMATION (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.1 Growth of Net Worth over previous year (%) Average of three years to be worked out	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
2.	9.3 DEBT EQUITY RATIO <u>Long term Debt (9.2)</u> Net worth (9.1)	1 : 1 : 5 1.1 upto 1.5 : 1 : 4 1.6 upto 2.0 : 1 : 3 2.0 & above : 1 : 2	5	
3.	9.5 QUICK RATIO <u>CA - INVENTORIES {9.5(1)-9.5(1)c}</u> Current liability {9.5 (2)}	1 : 1 : 5 1 : 1 upto 1.5 : 4 1 : 1.5 upto 1.75 : 3 1 : 1.75 upto 2.5 : 2 1 : > 2.5 : 0	5	
4.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 10 – 20 % : 3 5 – 10 % : 2 > 0 & < 5 % : 1 0 or negative : 0	5	
5.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
6.	9.8 Whether the supplier has been referred to BIFR / NCLT/ any other similar Govt agency	Yes: -5 No : 0	0	
7.	9.9 Whether the supplier is a potentially sick company	Yes: -3 No : 0	0	
TOTAL			25	

Note: If the supplier is new in business and does not have past data, then the evaluation will be done on the basis of information provided by him and will be decided by MISCC.

2. FINANCIAL INFORMATION (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 5 - 20 % : 3 >0 - 5 % : 2 0 or negative : 0	5	
2.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 5 – 20 % : 4 >0 – 5 % : 3 0 or below : 0	5	

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Part D : SCORE SHEET

3. QUALITY SYSTEM :

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Incoming Material control System	System availability : Yes: 1 No : 0	1	
		Availability of Organisation chart Yes: 1 No : 0	1	
2.	Process control	Work instruction available: Yes: 1 No : 0	1	
		Record of process Control : Available : 2 Partial record : 1 Not available: 0	2	
3.	Manufacturing / Testing Procedure Qualification	Procedure Qualification Specification : Adequate : 3 In adequate: 1 Not available : 0	3	
4.	Personnel qualification	Record of PQR: Adequate : 3 In adequate: 1 Not available : 0	3	
5.	Calibration system	Adequate : 3 In adequate: 1 Not available : 0	3	
6.	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
7.	System of Storage/ preservation/ painting & packing	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
8.	System of NCR disposition & corrective preventive action	Two copies of NCR & CAPA Available :2 Not available : 0	2	
9.	Customer complaints handling system	System available : Yes: 1 No : 0	1	
		Complaints registered & resolved : 2 Complaints registered & partially resolved : 1 Complaints not registered or not resolved : 0	2	
10.	Safety measures	System available : Yes: 1 No : 0	1	
		Record available : Yes: 1 No : 0	1	
TOTAL			25	

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Part D : SCORE SHEET

4. TECHNICAL COMPETENCE

	Maximum Marks (1)	Marks obtained (2)
A. Common Technical Competence		

And/ or

B. Product Specific Technical Competence

Column no. 1 to 4 to be filled by MISCC before sending to supplier. Column no. 5 to be filled by BHEL certified Assessor after evaluation of supplier response.

Sl. No (1)	Parameter (2)	Scoring criteria (3)	Maximum Marks (4)	Marks obtained (5)
	Sub-Total		15	

TOTAL (A+B): 25 ()

SUMMARY:

Sl. No	Criteria	Maxm Marks	Qualifying marks *	Marks obtained	Recommendation for registration
1.	Organisational Soundness	50	30		Recommended : Permanent code /Development code/ Trial code Not recommended
	Financial Information				
2.	Quality System	25	15		
3.	Technical Competence	25	15		
	TOTAL	100	60		

***Minimum Qualifying Score in Each category shall be 60%.**

REGISTRATION CRITERIA:

Sl. No	Score	Recommendation
1.	More than 90	Supplier is to be registered and given Permanent code, Normally no visit is called for.
2.	>75 <=90	Supplier may be visited if recommended by MISCC or to be registered and given permanent code.
3.	>=60 <=75	Supplier may carry out suggested improvements if advised by MISCC Supplier's visit is mandatory. Trial/ Development code may be given.
4.	Less than 60	Not to be registered

Note: Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal are to be awarded marks on pro-rata basis and registered accordingly.

Signatures: MISCC and Suppler Evaluation Team (in case of visit)

1) 2) 3)
4) 5) 6)

BHEL CERTIFIED ASSESSOR

	Annexure-III GUIDELINES TO FOREIGN SUPPLIERS FOR FILLING UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	I of II

1. Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
2. Registration Form no. SRF(F)01 may be obtained from BHEL website www.bhel.com.
3. Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India

4. In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
5. Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
6. All columns are to be filled up properly in the space provided for. Wherever it is not applicable, mention it as "Not Applicable". The form is to be signed by the authorised signatory and submitted in original.
7. Please attach separate sheet if the space provided is insufficient. For any other information also, separate sheet may be attached.
8. Any information / clarification required by BHEL during processing of registration must be given expeditiously.
9. Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
10. As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
11. Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
12. Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
13. If you are attaching a document in a language other than English, a self attested English translated document may please be also attached.



Annexure-III
**CHECK-LIST FOR FOREIGN
SUPPLIERS REGISTRATION FORM**

Document No.

AA:MM:SR:01

Revision No.

01

Page No.

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S.N.	Check-Point	Yes/No
1.0	Information against all points in the Supplier Registration Form has been given.	
2.0	Authorisation letter has been enclosed (in case of Indian representative)	
3.0	Banker's certificate has been enclosed	
4.0	Are you an ISO: 9001 accredited supplier?	
4.1	If yes, have you enclosed copy of ISO 9001 accreditation certificate & "Table of Contents" of your Quality Manual?	
4.2	If no, have you enclosed written down procedure / manual of Quality Management System?	
5.0	Have you enclosed experience list/ performance certificate (as per sl. 3.0 of the form SRF(F) 01)	
6.0	List of enclosures has been furnished (as per Sl 5.0 of the form SRF(F) 01)	
7.0	All the parts of the form & enclosures have been signed by Authorised Signatory.	
8.0	D&B Report/ Creditreform report etc. has been attached.	

Signature & seal

Date :

(Authorised Signatory)

Note : This check list is to be attached with the filled up Supplier Registration Form.

BHARAT HEAVY ELECTRICALS LIMITED , INDIA

ANNEXURE- III

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

Page 1 of 2

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

SUPPLIER REGISTRATION FORM	
1.0 GENERAL INFORMATION :	
1.1 NAME OF SUPPLIER : (TO BE REGISTERED)	
1.2 SUPPLIER ADDRESS : (TO BE REGISTERED)	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
WEB SITE :	
1.3 DETAILS OF FACTORY / WORKS :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.4 DETAILS OF MARKETING REPRESENTATIVE (OUTSIDE INDIA , IF ANY)	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.5 DETAILS OF INDIAN REPRESENTATIVE, IF ANY : (Attach authorisation letter)	
NAME :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.6 CHIEF EXECUTIVE :	
1.7 YEAR OF ESTABLISHMENT :	

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FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

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- 1.8 YEAR OF COMMENCEMENT OF BUSINESS :
- 1.9 PRODUCTION CAPACITY PER ANNUM (details of major manufacturing/ testing facilities to be given) :
- 1.10 PARTICULARS OF PRODUCTS INCLUDING SPECIFICATION AND RANGE OFFERED FOR REGISTRATION : (ATTACH BROCHURES AND CATALOGUES)
- 1.11 NAME (S) OF BANKERS :
- 1.12 BANKER'S CERTIFICATE AS TO CREDITWORTHINESS OF THE CLIENT
(Enclose Certificate) :
- 1.13 PORT OF LOADING :
- 1.14 NEAREST AIRPORT :
- 1.15 Report from D&B/ Creditreform etc. (As per Cl. 7.1 of Chapter V) (**MANDATORY**):

2.0 FINANCIAL INFORMATION : (FOR LAST 3 YEARS)

PARAMETER	YEAR -1	YEAR -2	YEAR -3
ANNUAL TURN OVER			
PROFIT AFTER TAX			

(COPY OF AUDITED ANNUAL ACCOUNTS FOR LAST 3 YEARS TO BE ENCLOSED)

3.0 QUALITY MANAGEMENT SYSTEM :

- 3.1 IS THE COMPANY ISO:9001 CERTIFIED : YES / NO
- 3.1.1 IF YES, ENCLOSE COPY OF CERTIFICATE & TABLE OF CONTENTS OF QUALITY MANUAL.
- 3.1.2 IF NO, ENCLOSE QUALITY MANAGEMENT SYSTEM OR WRITTEN DOWN PROCEDURE

- 4.0 EXPERIENCE LIST/ PERFORMANCE CERTIFICATE FOR OFFERED / SIMILAR ITEMS :**
(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS)

5.0 IF REGISTERED IN ANY OTHER UNIT OF BHEL, PLEASE PROVIDE DETAILS:

6.0 ANY OTHER INFORMATION:

7.0 LIST OF ENCLOSURES :

(BROCHURES, CATALOGUES, TECHNICAL LITERATURE ETC.)

Signature & Seal

AUTHORISED SIGNATORY

E – Mail

NAME :

TELEPHONE : (Landline):

DESIGNATION :

Mobile :

DATE :

BHEL CERTIFIED ASSESSOR