



Bharat Heavy Electricals Limited

Centralised Stamping Unit, Jagdishpur

Tender No.:- TE/830230071/C-90

Date: 20.01.2014

TENDER NOTICE

Sealed Tenders are invited in **two-part bid system** for **Filter Paper Roll** as per below details:

A. General:

- SUBMISSION OF TENDER : TILL 14.30 HRS. 10/02/2014
- OPENING OF TECHNO-COMMERCIAL BID : AT 1500 HRS. ON 10/02/2014
- BIDS CAN BE DEPOSITED IN THE TENDER BOX KEPT AT:

**Administrative Building,
Fabrication Plant
Bharat Heavy Electricals Ltd.
Industrial Area Jagdishpur
Dist. Amethi-227817, UP.**

• **Instruction/procedure for submission of bids**

1. The offer is to be submitted by the vendors in *Two-parts* in sealed envelop as per following details:
 - i. **Envelop-1:** Techno-commercial Bid: On the top of this envelop, vendor to write "Techno-Commercial Bid", Tender Enquiry No. & Date, Due date of opening. This envelop should contain following documents:
 - Tender Enquiry duly signed with stamp on each page as a token of acceptance of all terms and conditions.
 - Un-priced copy of Price bid.
 - Covering Letter on company's Letter Head giving index interlinking all the documents with all the pages signed and stamped, contact person's details like Name, Contact No., Email Address, Contact Address, etc.
 - Copy of PAN, Certificate of registration and allotment of TIN, STC, etc.
 - ii. **Envelop-2:** Price Bid: On the top of this envelop, vendor to write "Price Bid", Tender Enquiry No. & Date, Due date of opening. This envelop should contain following documents:
 - Priced Copy of Price Bid. No terms and conditions should be mentioned in Price Bid.

ENVELOP -1 & 2 should be sealed in a bid envelop. Vendor to write Tender Enquiry No. & Date, Due date of opening, complete mailing address of the vendor.

2. Offers with deviations from terms and conditions & specification of the tender may not be considered.
3. BHEL takes no responsibility for any delay / loss of documents or correspondence sent by courier or post.
4. BHEL reserves the right to accept or reject any of the bid / all bids with or without deviation, or cancel / withdraw the invitation for bid without assigning any reason whatsoever and in such case no bidder shall have any claim arising out of such action by BHEL.
5. Duly completed offers should reach following address on or before due date and time to

**Office of AGM
CSU&FP, BHEL,
Industrial Area Jagdishpur,
Dist. Amethi-227817, UP**

6. In case you are not quoting, please send your regret letter positively for our reference.



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7. Tender received after the specified time of their "SUBMISSION" will be treated as "late tender" and shall not be considered under any circumstances.
8. Supplier shall quote for all the items in the enclosed price bid format only.

The tender document consists of following sections:

Section – 1: Techno-Commercial bid which consists of followings:

- A. Item Description
- B. Technical Conditions
- C. Commercial Conditions
- D. Special Instructions
- E. Unpriced Bid

Section – 2: Price bid format

SECTION-1

A. *ITEM DESCRIPTION*

SL. NO.	DESCRIPTION	UNIT	QTY.
1.	<u>FILTER PAPER ROLL as per below specification:</u> i. Type: Medium ii. Roll width: 1000 mm iii. Roll dia.: Should not be more than 500 mm iv. Weight: 35 gm/mtr v. Average filtering capacity in micron: 35 vi. Resistance to longitudinal traction with emulsion 5% (N/5) cm: 30 vii. Resistance to longitudinal traction with whole oil (N/5) cm: 70 viii. Resistance to transversal traction with whole oil (N/5) cm: 08 ix. Type of fibre : Cellulose x. Resistance to maximum temperature: 150 degree Centigrade	Sq. Mtrs.	500

B. *TECHNICAL CONDITIONS:*

S. No	Description	Requirement
1.	Delivery Schedule	4 weeks from the date of LOI/PO. Earlier delivery is also acceptable to BHEL.
2.	Test Certificate	Test Certificate to be provided along with material.
3.	Sample	Sample to be submitted along with the offer. Size of sample to be supplied with technical offer: 1000mm width x 3000mm length.
4.	Evaluation of offer	On the basis of landed cost to BHEL, CSU Stores, Jagdishpur inclusive of loading, if any.

C. *COMMERCIAL CONDITIONS:*

1.	Transportation	Deliveries shall be FOR BHEL, Centralised Stamping Unit (CSU), Jagdishpur.
2.	Insurance	Insurance shall be arranged by vendor.
3.	Price	The basic prices shall be firm. All taxes & duties to be specified specifically. Supplier shall quote for all the items in the enclosed price bid format only.
4.	Terms of Payment	100% payment within 45 days of successful acceptance of items at BHEL CSU, Jagdishpur. Payment shall be done through E-payment. If applicable, Original excise



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		duty gate pass shall be submitted by the vendor to enable purchaser to claim Cenvat credit.
5.	Validity of offer	Offer validity will be for 90 days from date of opening of Tender enquiry.
6.	Penalty for Delay	The delivery of material shall be made within the time prescribed. Failure to deliver the material in time as per the delivery specified above would make the vendor liable to an un-conditional penalty at the rate of half percent (1/2%) of the order value per week for delayed items only (or part thereof) subjected to a maximum of ten percent (10%) of the order value of delayed items.
7.	Rejections	The supplier shall arrange replacement/repair within one month from the date of rejection intimation upon failure on supplier's part to comply. BHEL will take whatever appropriate action they may think fit in addition to repair/return of rejected material at the cost and risk of the supplier.
8.	Risk purchase	In case of delays in supply of materials/defective materials not fulfillment of any other terms and conditions given in the purchase order, the purchase may cancel the full or part thereof, and may also make purchase of such material from elsewhere/alternate source at the risk and cost of supplier.
9.	Arbitration	Any dispute arising out of this contract shall be referred to the sole arbitration of GM, BHEL, Jagdishpur. Its award shall be final and binding on the parties. The venue of arbitration in all cases shall be at Administrative building, BHEL, FP, Jagdishpur.
10.	Jurisdiction	In case of any suit or other legal proceedings arising under or relating to the contract, the Jurisdiction of Sultanpur (UP) district court shall apply.
11.	Consignee	The Stores Officer, CSU, BHEL, IA Jagdishpur, Dist. Amethi - 227817 (U.P.)
12.	Billing details	Bills should be in the name of Centralised Stamping Unit, BHEL, IA Jagdishpur, Dist. Amethi - 227817 (U.P.). TIN no. of Centralised Stamping Unit to be mentioned on the Bills. The bills to be sent to the Purchase Office-CSU, IA Jagdishpur, Dist. Amethi - 227817 (U.P.).
13.	Documentation	One set of all required documents (ink signed) must accompany the supply and one set (Ink-Signed) to be sent to Purchase officer before the dispatch.

D. SPECIAL INSTRUCTION:

1. All taxes/duties/levies etc. must be specified separately in amount or in percentage. Incomplete offer shall not be acceptable.
2. In case vendor do not accept BHEL, CSU & FP, Jagdishpur payment terms as per enquiry proper loading shall be done.
3. Duly filled & signed with company seal on all documents to be submitted along with offer.
4. Original manufacturer's test certificate required along with dispatch documents. In case supplies are from traders, It shall be the responsibility of the trader to provide original manufacture's certificate with linkage to trader's invoice stating batch No.
5. BHEL, CSU & FP, Jagdishpur reserve the right to procure from more than one vendor.
6. Please quote price in figures & words both. In case the prices quoted in words and figures are different, the value indicated in words will be considered for evaluation and establishing L1 status.
7. BHEL CSU & FP shall be at liberty to cancel the tender at any time, before ordering, without assigning any reason.
8. Quotation should be, as far as possible, free from correction / overwriting. Correction /overwriting, if any, should be signed by authorized person with the company seal.
9. The rates must be quoted indicating basic material rate, packing, forwarding, freight & insurance, discount, if any, and applicable taxes and duties, **each of them shown separately**.
10. If there is any difference / discrepancy in rates quoted for per unit and total and any arithmetic addition for number of items, **the lower** of the rates beneficial to BHEL CSU & FP will be considered.



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- 11. In case any supplier is unable to quote, supplier shall send a regret letter without fail.**
- 12. Packing:** Goods must be adequately packed in proper carton / wooden box / drums / suitable container to protect against loss, damage or corrosion and to withstand normal inland transportation and handling. Hazardous material should be notified as such and their packing, transportation and other protection must conform to applicable regulations.
- 13.** BHEL CSU & FP does not bind itself to accept the lowest rate quoted, but reserves the right to accept whole or part of any quotation at its sole discretion.
- 14.** The quantity in each item to be purchased may vary from quantity enquired according to actual requirement at the time of placing the Purchase Order. Quantity discount, if any, should be mentioned in the quotation.
- 15.** In the quotation, earliest firm delivery (number of days or weeks) by which material will be despatched from the date of receipt of order must be indicated.
- 16.** Purchase Order will be placed on the lowest quotation only among the technically & commercially accepted quotations. Lowest quotation is determined on the basis of Total Cost to BHEL CSU & FP including basic value, taxes and duties, freight, insurance, loading factors for deviations to terms and conditions.
- 17.** Supplier's Sales tax / ECC/ VAT Registration Number should be mentioned in quotation.
- 18.** The offers of the bidders who are on the banned list as also the offers of bidders, who engage the services of the banned firms, shall be rejected. The list of firms is available on web site www.bhel.com.



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E. UNPRICE BID
(To be submitted on Vendor's Letter Head)

Offer Ref. No. : _____

Tender Enquiry No. : _____

Sl. No.	DESCRIPTION	Unit	Qty.	Price, Ex-Works		Excise Duty @ ___%	Sales tax/VAT @ ___%	Freight Charges @ ___%	Any other charges @ ___%	FOR Price
				Unit Rate	Total Price					
SUPPLY OF REXROTH MAKE ITEMS										
1.	FILTER PAPER ROLL as per below specification: i. Type: Medium ii. Roll width: 1000 mm iii. Roll dia.: Should not be more than 500 mm iv. Weight: 35 gm/mtr v. Average filtering capacity in micron: 35 vi. Resistance to longitudinal traction with emulsion 5% (N/5) cm: 30 vii. Resistance to longitudinal traction with whole oil (N/5) cm: 70 viii. Resistance to transversal traction with whole oil (N/5) cm: 08 ix. Type of fibre : Cellulose x. Resistance to maximum temperature: 150 degree Centigrade	Sq. Mtrs.	500							
GRAND TOTAL (in Value):										
GRAND TOTAL (in Words):										

- Note:**
1. Applicable rates of Taxes & duties (all in percentage) are to be mentioned. Unpriced copy of Price Bid to be submitted along with the Part-I offer.
 2. Please fill all the columns. Write NA if not applicable, Inclusive if the taxes, freight, etc. are inclusive in basic price. No cell should be left blank.
 3. Evaluation: On the basis of landed cost to BHEL, CSU Stores, Jagdishpur inclusive of loading, if any.

Seal and Sign of Bidder



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SECTION-2

PRICE BID

(To be submitted on Vendor's Letter Head)

Offer Ref. No. : _____

Tender Enquiry No. : _____

Sl. No.	DESCRIPTION	Unit	Qty.	Price, Ex-Works		Excise Duty @ ____%	Sales tax/VAT @ ____%	Freight Charges @ ____%	Any other charges @ ____%	FOR Price
				Unit Rate	Total Price					
SUPPLY OF REXROTH MAKE ITEMS										
	<u>FILTER PAPER ROLL as per below specification:</u> xi. Type: Medium xii. Roll width: 1000 mm xiii. Roll dia.: Should not be more than 500 mm xiv. Weight: 35 gm/mtr xv. Average filtering capacity in micron: 35 xvi. Resistance to longitudinal traction with emulsion 5% (N/5) cm: 30 xvii. Resistance to longitudinal traction with whole oil (N/5) cm: 70 xviii. Resistance to transversal traction with whole oil (N/5) cm: 08 xix. Type of fibre : Celluose xx. Resistance to maximum temperature: 150 degree Centigrade	Sq. Mtrs.	500							
GRAND TOTAL (in Value):										
GRAND TOTAL (in Words):										

Note:

1. Applicable rates of Taxes & duties (all in percentage) are to be mentioned.
2. Please fill all the columns. Write NA if not applicable, Inclusive if the taxes, freight, etc. are inclusive in basic price. No cell should be left blank.
3. Evaluation: On the basis of landed cost to BHEL, CSU Stores, Jagdishpur inclusive of loading, if any.

Seal and Sign of Bidder



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Supply of: Filter Paper Roll for Favretto Die Grinding M/c

SUPPLIER:

CONTACT PERSONS:	
ADDRESS:	
TELEPHONE NOs:	
MOBILE NOs:	
FAX NOs:	
E-MAIL ADDRESS:	

1. Supplier must submit complete information against all clauses.
2. The "Offered" Column and where applicable, the "Deviations" & "Remarks" Column of this format shall be filled in by the Supplier and submitted along with the offer, Inadequate / incomplete, ambiguous, or unsustainable information against any of the clauses of the specifications/ requirements shall be treated as non-compliance.

SPECIFICATIONS:

Sl.No.	Description for BHEL Requirement	Offered	Deviations	Remarks
1.1	Type-Medium			
1.2	Roll Width:1000mm			
1.3	Roll Dia.: Should Not Be More Than 500mm			
1.4	Weight : 35gm/m			
1.5	Average Filtering Capacity In Micron : 35			
1.6	Resistance to Longitudinal Traction With Emulsion 5%(N/5)cm : 30			
1.7	Resistance to Longitudinal Traction With Whole Oil (N/5)cm : 70			
1.8	Resistance to Transversal Traction With Whole Oil (N/5) cm : 08			
1.9	Type of Fiber : Cellulose			
1.10	Resistance to Maximum Temp.:150 Degree Centigrade			

** Submitted along with the Technical offer (Part-1).