



**BHARAT HEAVY ELECTRICAL LIMITED**  
**ELECTRICAL MACHINES REPAIR PLANT**  
**MUMBAI**

**NOTICE INVITING TENDER**

**Sub: Tender for Supply and installation of ACs on Hire Basis.**

**Tender Ref No: - BHEL/EMRP/HR/ADMIN/AC-RC-13-15**

**Dt: 31.01.2013**

**Due Date: 15. 02.2013 by 14:00 hrs**

**VENUE FOR TENDER SUBMISSION AND OPENING**

**BHARAT HEAVY ELECTRICALS LIMITED  
ELECTRICAL MACHINES REPAIR PLANT,  
Plot No.D-1, Cross Road 'C', Road No.16, MIDC, Andheri (East),  
Conference hall, ground floor.  
MUMBAI – 400 093**

**Bids shall be submitted in TENDER BOX only.**

**Last Date for tender submission: 15/02/2013 up to 1430 hours.**

**Date for opening of tender : 15/02/2013 at 1500 hours onwards**

**Note: Clarification if any can be sought from the office during any working day between 2 pm to 4 pm.**

**Susmita Borkar  
Executive (HR)  
Phone no.: 022- 2835 8706/12**

Dear Sir,

BHEL EMRP Invited offers in sealed envelop in two part i.e. technical bid & commercial bid for providing Air Conditioners (Window/ Spilt on wall) on hire basis for initial period of two years for our office premises and D.N.Nagar Township as directed.

1. **Scope of work:**

1.1 The bidder shall supply and install ACs in good working condition (preferably new or not more than one year old) conditioners of reputed brands like Blue Star, Carrier, Hitachi, LG, Samsung, Voltas, O General, Electrolux, Haier, Panasonic, Sharp, Whirlpool, Godrej, Onida, Symphony, Kenstar, Daikin and Mitsubishi. Air conditioner to be installed should have BEE rating of minimum 2. Air conditioners other than above mentioned brands will not be accepted for installation.

1.2 Scope of work also includes small nature of civil/carpentary services for making cut outs for installation of ACs. BHEL shall provide necessary power points as far as possible at the nearest point of AC to be installed.

2. **Prequalification Criteria:**

2.1 The bidder should have experience of providing either of the following services during past 3 years viz, providing ACs on hieere basis/ house keeping services/ hiring of vehicles/ civil construction/ maintenance services/ Electrical maintenance etc. with Govt organization preferably with PSUs.

2.2 The bidder should have average financial turnover during last three financial years ending 31.03.2012 of not less than Rs. 5 lakhs.

NOTE: 1. The bidder shall be required to submit documentary evidence like work orders/ completion certificate in support of their past experience.

2.The bidder shall be required to submit documentary evidence like balance sheet , P&L account etc in support of financial turnover.

3 **Terms and conditions**

3.1 Capacity and type of AC whether Window/ Split-Wall mounted/ etc shall be decided by BHEL.

3.2 Complete maintenance of air conditioners in good running condition with replacement of spares and related accessories as and when required shall be carried out by successful bidders.

3.3 All complaints related to failure or non functioning of the AC shall be attended within 1 working day.

3.4 Successful bidders shall do one preventive maintenance and all called-for attendance during every month till the contract is in force.

3.5 If necessary, i.e. in the event of non function / faulty functioning of air conditioners successful bidders will arrange to replace the AC at their cost, so as to maintain proper services.

3.6 Bid evaluation will be done on basis of lowest submitted offer, for items mentioned in price bid at landed cost to BHEL. Bidders have to submit their quotations for all items in the price bid. Incomplete price bids will not be considered for further evaluation and treated as unqualified.

3.7 **Earnest Money Deposit:** The bidders have to submit interest free EMD in the envelope containing the Techno-commercial Bid for Rs.40,000/- in the form of Demand Draft / Pay Order drawn in favor of BHEL. The EMD will be refunded to the unsuccessful bidder only after a week of award of contract.

3.8 **Payments terms:** Bills shall be submitted once in a month for services rendered. Payment shall be made within 15 days of receipt of bills.

**Taxes: Price should be quoted inclusive of all taxes & duties except service tax which shall be paid exclusive at actual. Price quoted shall remain fixed during contract period.**

3.9 Payment shall be made by ECS/RTGS; successful bidders have to provide their bank details like A/c No, A/c Type, Bank Name, Branch Name, MICR Code, IFSC Code, etc to enable payment. Copy of cancelled cheque to be submitted for providing above required details.

3.10 TDS at applicable statutory rates will be deducted and a certificate for deductions made will be issued at the end of financial year. Successful bidders have to provide their PAN no. to enable us remit the TDS amount against the PAN.

3.11 **Contract validity:** Contract shall be valid initially for the period of 2 years from date of award with an option to extend the contract at the same rates, terms and conditions for a further period of one year at BHEL's discretion.

3.12 **Delivery terms:** Air conditioners should be Installed and made operational within two weeks of award of contract /issue of letter of Intent.

3.13 BHEL may Increase or decrease the quantity required against different capacities as and when required. In case of increase, charges will be paid separately as per the quoted rates. In case of decrease charges shall be decreased as per quoted rates.

3.14 **Penalty:** Failure to provide prompt service i.e. within 24 hours of report of problem for continuously 3 times in a month, leads to a penalty of non-payment of hire charges for one 2 ton capacity machine per month.

3.15 Any condition not stated above or any uncalled for information shall be ignored.

3.16 Any disputes arising out of this enquiry shall be referred to sole arbitration of General Manager / Additional General Manager, BHEL/EMRP Mumbai-93. Or any officer nominated by him and his award shall be binding on the parties.

3.17 The venue of arbitration in all cases shall be Mumbai only.

**3.18 Interested parties shall submit their offer in sealed cover, subscribing "Tender for providing air conditioners on hire" Tender Ref No. and Due date should be mentioned on each cover.**

#### **4 Procedure for submission of Bid:**

Vender shall submit their offer in two different sealed covers i.e. part "A" Techno-Commercial Bid and Part "B" price bid. Tender enquiry No. & date and due date should be mentioned on each cover. These two covers should be placed in another large cover & sealed. This cover should also have Tender Enquiry no. & date and due date with subject clearly written on the top.

#### **Techno-Commercial Bid Part "A":**

The following documents to be submitted in the Techno-commercial bid -

1. No deviation certificate
2. Certificate of Service Tax No.
3. PAN No.
4. EMD amount of Rs.10,000/- .
5. Singed copy of entire NIT documents as a token of acceptance of terms & conditions along with un-priced price bid.

#### **Price Bid Part "B":**

Vendor shall submit price only in the price Bid as per the Price Proforma duly signed and sealed.

#### Note:

Clarification if any can be sought from the office of the undersigned during any working day between 2 pm and 4pm (Ph no. 28358706/12). Interested bidders are advised to visit the premises understand the scope of work properly and then submit their offers.

Thank you,

For BHARAT HEAVY ELECTRICALS LIMITED

**Susmita Borkar**  
**Executive (HR)**

**PRICE BID**

Annexure I

SNo.	Particulars	Quantity	Rate per Unit per Month	Amount
<b>1</b>	<b>Hiring Charges</b>			
1.1	2 Ton Split Wall mounted	10		
1.2	1.5 Ton Window	2		
1.3	1.5 Ton Split Wall Mounted	6		
1.4	1 Ton Window	15		
1.5	SUB TOTAL for Hiring charges			
1.6	Add Service Tax in percentage			
1.7	Total after adding Service Tax			
<b>2</b>	<b>Installation Charges</b>	<b>Quantity</b>	<b>Rate per No.</b>	<b>Amount</b>
2.1	One time Installation charges for Split ACs i.e. cost of all consumables complete.	16		
2.2	One time installation charges for Window ACs i.e cost of civil/ carpentry work complete	17		
2.3	SUB TOTAL for Installation charges			
2.4	Add Service Tax in percentage			
2.5	Total after adding Service Tax			
<b>3</b>	<b>GRAND TOTAL</b> i.e. Hiring charges and one time installation charges			

## NOTE:

1. The bidder is advised to visit the site before quoting their rates for correct assessment of work scope.

Signature &amp; Seal of Bidder.

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**Annexure II**

**Certificate of Acceptance of NIT Terms and Conditions**

This is to certify that I/we have read and understood the terms and conditions mentioned in the NIT Ref no.: - BHEL/EMRP/HR/ADMIN/AC-RC-13-15. Date:- 31/01/2013 and I/we hereby agree to all terms and conditions without any deviations. I/we have submitted the price bid in sealed condition. I/we have quoted for all items mentioned in price bid.

**Authorized signatory of Bidder with seal**