



Bharat Heavy Electricals Limited

(A Government of India Undertaking)

Power Sector – Eastern Region

Plot No. 9/1, Block-DJ, Salt Lake City,

Kolkata – 700 091 (INDIA)

Phone no. 033 - 2321 1958

Fax : 033 - 2321 1960

Web : www.jantermanter.com / www.bhel.com

NOTICE INVITING TENDER

Ref: **PSER: HRM: BHUTAN: SECURITY**

Date: 03 03 2015

To

Dear Sir,

Sealed offers are invited from reputed and experienced bidders for the subject job by the undersigned on behalf of BHARAT HEAVY ELECTRICALS LIMITED as per the tender document detailed below. Following points relevant to the tender may please be noted and complied with.

SALIENT DETAILS OF NIT		
SL	ISSUE	DESCRIPTION
1.0	JOB DESCRIPTION	<i>Providing of Security Personnel for Security & Allied services for Protection of men and materials, traffic regulation etc. at BHEL PSER Punatsangchhu-I, Punatsangchhu-II and Mangdechhu site premises.</i>
2.0	TENDER NO	PSER:HRM:BHU:SEC:14
3.0	DETAILS OF TENDER DOCUMENT	
3.1	Volume -I	<i>General Conditions of contract</i>
3.2	Volume-II	<i>Scope and Special Terms & Conditions of Contract.</i>
3.3	Volume-III	<i>Price schedule, Rev-00.</i>
	TENDER START (ZERO) DATE	<i>03/03/ 2015 Sale from BHEL PSER/Punatsangchhu-I site office Start: 03/03/2015 Close: 13/03/2015</i>
4.0	DUE DATE, TIME & PLACE OF SUBMISSION OF OFFER	<i>Date: 13/03/2015 , Time: 15-00 hrs Place: BHEL PSER site office, Punatsangchhu-I site, Bhutan</i>
	DUE DATE & TIME OF OPENING OF TECHNO-COMMERCIAL OFFER.	<i>1 hours after the latest due date and time of Offer submission. Notes: (1) In case the due date of opening of tender becomes a non-working day, tenders shall be opened on next working day at the same time. 2) Bidder may depute representative to witness the opening of tender</i>
5.0	EMD AMOUNT	NIL
6.0	COST OF TENDER	NIL
7.0	SECURITY DEPOSIT	NIL

Following points relevant to the tender may please be noted and complied with:

- 1.0 The offer shall be submitted as per the instructions of tender document. Only One set of tender document signed by authorised company representative of bidder and stamped on each page shall be submitted as detailed further. **Bidders to note specifically that all pages of tender document, including these NIT pages for this particular tender shall be submitted by them (after signing/stamping on each page) as a part of their offer.** Price shall not be mentioned by them anywhere in the techno-commercial portion of offer, it shall be mentioned in the relevant price schedule only and submitted in separate sealed envelope. In case of any clarification, bidder may contact this office.
- 2.0 Last date of submission of offer is **15=00 hrs. on 13/03/2015**. Techno-commercial offer will be opened on the same working day at **16-00 Hrs, 1 hours after the latest due date and time of Offer submission**, which may be witnessed by bidder's representative.
- 3.0 **The offers shall be sent in three (03) separate sealed envelopes.** Complete set of offer shall be sent to BHEL, PSER, Kolkata as per address given below as per following details.

Sl no	Description	No of copy
I. COVER-I (TECHNO-COMMERCIAL BID) – in sealed envelope		
I.a	Offer forwarding/covering letter.	Original & 1 copy.
I.b	Duly filled-in 'No deviation certificate' as per prescribed format (Annexure-I) to be placed after document under sl no I.a above.	Original & 1 copy.
I.c	Techno-commercial offer enclosing supporting documents as required in line with prescribed format. It shall be specifically noted that all documents as per above shall be indexed properly.	Original & 1 copy.
I.d	Duly filled-in annexure, formats etc. and credentials of the bidder as required	Original & 1 copy.
I.e	All VOLUMES of tender document pertinent for the subject job including NIT together with subsequent changes in the tender in the form of TCN, correspondences etc, if any, signed on all pages.	1 copy.
I.f	Volume-III (Price Schedule) – un-priced but mentioning only ' quoted/unquoted ' against each item of schedule to show that price has been quoted in proper format.	1 copy.
I.i	Any other details preferred by bidder with proper indexing.	Original & 1 copy.
II. COVER-II (PRICE BID)		
II.a	Copy of offer forwarding/ covering letter (as referred in I.a).	1 copy.
II.b	Duly filled-in Volume-III (Price Schedule) together with signed preamble in separate sealed envelope.	Original.
III. COVER-III.		
Both the aforesaid covers in sealed condition shall be enclosed in this cover. This cover shall be super-scribed with (i) Cover no; (ii) Details of enclosed covers and (ii) Name of the job, tender document no. & due date of submission.		

SPECIAL NOTE:

- A)** Your offer & documents submitted with the offer shall be signed and stamped in each page by your authorised representative. No overwriting / correction in tender documents by bidders shall be allowed. However if correction is unavoidable, the same may be signed by authorized signatory.
- B)** All documents / annexure submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.
- 4.0 No Deviation with respect to tender clauses and no additional clauses/ suggestions / clarification in Techno-commercial bid/Price bid shall normally be considered by BHEL. Bidders are requested to positively comply with the same. Offers with deviation are liable for rejection.
- 5.0 BHEL reserves the right to accept or reject any or all offer without assigning any reasons thereof. BHEL also reserve the right to cancel the tender wholly or partly without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
- 6.0 You may consult this office before submitting your offer, for any clarifications regarding scope of work, facilities available at sites or on terms and conditions. No additional claim shall be entertained by BHEL in future, on account of non-acquaintance of above.
- 7.0 In the event of any conflict between requirement of this specification/ documents etc. or requirements of different codes/standards specified, the same to be brought to the knowledge of BHEL by you in writing for clarification before due date, otherwise, more stringent requirement as may be interpreted by BHEL shall prevail and shall be binding on you. Any typing error/missing pages / other clerical errors in the tender documents, noticed by you must be pointed out before submission of offer, or else, BHEL'S interpretation shall prevail & binding on you.
- 8.0 Tender document containing above mentioned volumes shall be signed & stamped in all pages including this covering letter. Price bid shall be furnished in the format (Vol.-III) enclosed with the tender. Any additional copy, if required, may be taken by photo-copying from the tender document given.
- 9.0 **The Price Bids of only those bidders will be opened who will be qualified for the subject job on the basis of evaluation of Techno-Commercial bid.** BHEL reserves the right to reject the bidders with unsatisfactory past performance in the execution of a contract. BHEL's decision in this regard shall be final & binding.
- 10.0 While BHEL reserves the right to open the price bid (Cover-II) of the offers in camera, the date & time to open the Cover-II (PRICE BID) tender opening shall be intimated to the bidders in case BHEL decides it to be `Public opening' and in such a case, one authorised representative of the bidder shall be allowed to attend.
The bidder may depute their authorized representative during the opening of techno commercial bid as per schedule.

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11.0 Validity of the offer shall be **for Six Months** from the due date of offer submission (including extension, if any).

12.0 The bidder may have to produce original document for verification if so decided by BHEL.

Thanking you,

for BHARAT HEAVY ELECTRICALS LTD.

SR. MANAGER (HR)

Contact Details : Tel. No. : 0091033-2321-6190/1958
Fax No. : 0091033-2321-1960
E-mail : **asengupta@bhelpser.co.in**

Enclosures:

01. Annexure – I : Format for No-deviation certificate.
02. Annexure – II : Credential Documents to be furnished by the Bidder
04. Tender document as per above details.

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Annexure - I**FORMAT FOR NO DEVIATION CERTIFICATE**
(To be submitted in the bidder's letter head)

To
BHARAT HEAVY ELECTRICALS LTD
POWER SECTOR-EASTERN REGION
2nd FLOOR, Block-DJ, Plot-9/1, Sector-II
Salt Lake City
Kolkata-700 091.
FAX : 033-23211960.

SUB : NO DEVIATION CERTIFICATE FOR SECURITY AND ALLIED SERVICES i.e. PROTECTION OF MEN AND MATERIALS, TRAFFIC REGULATION etc. AT BHEL PSER/ Punatsangchhu-I, Punatsangchhu-II and Mangdechhu SITE PREMISES

Ref : (Tender No. PSER: HRM: BHU: SEC: 15)

Dear Sirs,

With reference to above, this is to confirm that as per tender conditions, we have noted the job content. We also confirm that we have not changed/modified the tender documents and in case of observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender and NIT.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted offer strictly in accordance with tender instructions.

Thanking you,

Yours faithfully

(Signature, date & seal of authorized
Representative of the contractor)

Annexure-II**CREDENTIAL DOCUMENTS TO BE FURNISHED BY BIDDER**

SL NO	CRITERION	STATUS (TO BE FILLED BY BIDDER)
1.0	Name and complete address including phone no /fax/telex./e-mail	
2.1	Type of firm (whether proprietorship/partnership/ private limited/public limited etc).	
2.2	Documentary evidence in support of above	
3.1	Details of similar nature of jobs executed during last TEN years with BHEL.	
3.2	Documentary evidence in support of above (work orders, completion certificates, certificate of appreciation etc)	
4.1	Details of similar nature of jobs executed during last TEN years with others including PSUS	
4.2	Documentary evidence in support of above (work orders, completion certificates, certificate of appreciation etc)	
5.1	Details of jobs presently under execution with BHEL	
5.2	Documentary evidence in support of above (work orders, Completion Certificate etc)	
6.1	Details of jobs presently under execution with others	
6.2	Documentary evidence in support of above (work orders, Completion Certificate etc)	
9.1	Organization structure of the firm	
9.2	Bio-data of the key personnel	
10.0	Latest Income Tax Clearance Certificate/Registration No.	
11.1	Latest Banker's certificate	
12.0	Last three years' Audited Balance Sheet and Profit & Loss account	
13.1	Social Security schemes registration	
13.2	Valid Trade License	

Note :

1. Bidder should enclose necessary details as asked for in the above format and should specify respective enclosure no. against each details in the format itself.
2. All documents should bear signature of the authorized signatory and a power of attorney in his favour is to be submitted.