

No. Cap/OT/14

Date: 25.04.2014

**Subject: Open tender as detailed below:**

**OPEN TENDER**

1. Sealed tenders with the Tender No. and opening date clearly super scribed on the cover are invited for the supply of the following items.
2. Last date for taking tender documents and Opening of tenders is indicated against each tender. Tenders will be received up to 1.45 P.M. on opening date and opened on the same day at 2.00 P.M. in the Tender Room.
3. Intending vendors must remit the tender fee of Rs. 2,000.00 for indigenous supplies (equivalent foreign currency \$ 50.00 / € 40.00) from foreign vendors against each tender along with the requisite EMD in the form of **Cash (as permissible under Income Tax Act) / Pay Order / Demand draft / e-payment (in case of foreign bidders) only (Cheque / Bank Guarantee are not acceptable)** while submitting the tender documents as detailed in "Instruction to Bidders", after down loading from this web site.
4. BHEL will not be responsible for any type of postal delay / incomplete information from vendor.
5. Other terms and conditions will be as per tender documents.

Sl. No.	Tender No.	Description of Equipment	Qty. (No.)	Last date to get from BHEL	Opening date
1.	C/4100/13/4560/T/1	4 Channel Digital Storage Oscilloscope as per enclosed specifications	01	30.05.2014	31.05.2014

- Operation & Maintenance Manual Required
- Pre Inspection by BHEL required
- Commissioning required at site
- Party to provide Guarantee / Warrantee minimum for one year from the date of commissioning
- Modvat Applicable

**Kaushik Roy**  
**Sr. Mgr (PPX-CAP)**



**BHARAT HEAVY ELECTRICALS LIMITED**  
**HEEP HARIDWAR INDIA-PIN 249403**  
**FAX NO: 0091 1334 226462**  
**PHONE NO: 0091 1334 01334-284486, 281147**

Enq. No.: C/4100/13/4560/T/1

Date of issue : 25.04.2014

Due Date : 31.05.2014

M/s.....  
.....

Sub: Tender Enquiry No. C/4100/13/4560/T/1

Dear Sir,

We are pleased to invite your offer in THREE PARTS strictly as per enclosed terms and conditions and instruction to bidders, in sealed covers for the under mentioned equipment / systems.

Sl. No.	Description of Equipment	Qty. (No.)	Delivery Required	EMD (Earnest Money Deposit)
1.	4 Channel Digital Storage Oscilloscope as per enclosed specifications	01	27/07/2014	Rs. 1,00,000.00 (One Lac only) or equivalent foreign currency

Please submit your lowest quotation / offer for the above requirement subject to our terms and conditions. Your offer should reach us on or before the due date by 1.45 PM.

**NOTE: The vendor should submit their best price at this stage itself and they will not be allowed to revise the price. Any revision / discount given by vendor subsequently will be ignored.**

Any clarification on technical specifications can be obtained from BHEL before tender opening. Vendors are welcome to have pre-bid meeting with BHEL engineers for better understanding our requirements

**PLEASE SUBMIT SEPARATE DRAFTS FOR EMD AND TENDER FEE {drawn in favor of BHEL Hardwar} IN PART- I.** This Part –I shall be opened at 2 PM on the due date in the presence of authorized representatives of the bidders who may like to be present. The authorized representative should bring authority letter from their principals for attending the bid opening.

**All Govt. of India / Central & State PSUs / State Govt. entities / Micro and Small Enterprises (Registered under SSI, NSIC, KHADI Board, DIC etc.)** are exempted from submission of EMD & Tender Fee.

*Certificate of registration must be valid on the date of tender opening & till throughout tender finalization / currency of the contract. In case of its expiry in between, the MSE advantages shall be withdrawn. Also, vendor should be registered for the same products, works or services as per the tender.*

*Micro and small Enterprises will submit either of the following for exemption of EMD & Tender Fee :*

- i) Valid NSIC Certificate or*
- ii) Entrepreneurs Memorandum part II (EM II) Certificate (with deemed validity of 2 years from the date of issue of acknowledgement in EM-II) or*
- iii) EM-II certificate with CA certificate applicable for the year , certifying that investment in plant & machinery of the supplier is within the permissible limits as per the MSME Act for relevant status (Micro*

*or small, where the deemed validity of 2 years from the date of issue of acknowledgement in EM-II is over.}}*

EMD by the Tenderer will be forfeited if, the successful bidder/vendor refuses to honour the Order after award of the same on him and/or withdraws his bid and /or unilaterally changes the offer and/or any of its terms & conditions within the validity period.

EMD given by all unsuccessful Tenderers shall be refunded on acceptance of award / LOI/PO by successful Tenderer. The EMD of successful bidder shall be returned after submission of Contract Execution Bank Guarantee (CEBG).

EMD shall not carry any interest.

KINDLY READ "INSTRUCTIONS TO BIDDERS" **THOROUGHLY**. QUOTATION NOT IN ACCORDANCE WITH THE ABOVE INSTRUCTIONS ARE LIABLE TO BE DISQUALIFIED AND IGNORED

Thanking You,  
Yours Faithfully,

For & ON BEHALF OF BHEL, HARDWAR  
**Sr. Mgr. (Capital Purchase)**

## Instruction to bidders

### **Clause 1.0 :**

The tenders shall be submitted in **THREE PARTS** (Part I : EMD & Tender Fee or Certificate towards exemption of EMD & tender fee, Pre- Qualifying Requirement (PQR) & Supplier Registration Form (SRF), Part II : Techno -Commercial Bid & Part III : price Bid) as described below on or before the due date.

Procurement directly from the manufacturers / suppliers shall be preferred. However, if OEM / Principal insist on engaging the services of an agent, such agent shall not be allowed to represent more than one manufacturer / supplier in the same tender. Moreover, either the agent could bid on behalf of the manufacturer / supplier or the manufacturer / supplier could bid directly but not both. In case bids are received from both, the manufacturer / supplier and the agent, bid received from the agent shall be ignored.

The bidders (originals manufacturers) will have to submit ink-signed offer / bid in original directly to BHEL. In case the bid is submitted by fax / email, the bidders shall simultaneously ensure submission of ink-signed original bid to BHEL also in the manner prescribed in this tender. **Unsigned bids shall be ignored.**

However, the suppliers or their authorized person may be allowed to attend the tender opening, if duly authorized by their principals, through a specific letter for a particular enquiry for specific price bid opening on that particular day. General authorization letter is not acceptable.

### **Clause 1.1 :**

The tender document must comprise of three envelopes:

- I) Envelope I : EMD & Tender Fee or Certificate towards exemption of EMD & tender fee, Pre- Qualifying Requirement (PQR) & Supplier Registration Form (SRF)
- II) Envelope II : Techno -Commercial Bid.
- III) Envelope III : Price Bid.

**All offer comprising of above three envelopes & the relevant information should be submitted on or before the due date & time of tender opening.**

### **Clause 1.2 :**

**PART I :** Shall comprise of requisite EMD & Tender Fee or Certificate towards exemption of EMD & tender fee, Pre- Qualifying Requirement (PQR) & Supplier Registration Form (SRF).

- a) Point wise reply to all the points mentioned in Pre- Qualifying Requirement specified in the tender.
- b) Relevant documents as requested in Pre- Qualifying Requirement.
- c) The Supplier Registration Form (SRF) duly filled-up will be assessed for manufacturing capability, quality systems being followed, organizational soundness and financial worthiness  
Vendor evaluation form can be downloaded from [www.bhel.com](http://www.bhel.com). BHEL registered vendors (registered with permanent code M, N, S) need not to submit SRF.

For New Vendors and vendors registered with T code, SRF is to be submitted essentially along with the offer.

### **Clause 1.3 :**

**PART II :** (TECHNO-COMMERCIAL BID) shall comprise of following documents:

- a) Complete Technical offer.
- b) Catalogue of the Equipment, Complete reference of the past supply of equipment for the same or similar specification giving details of customer with Name of the contact person, Fax no, phone no, E-mail if available.
- c) Acceptance of commercial terms by vendor as per **Annexure I**.

d) Deviation with reference to specification to be laid down on separate sheet.

Cost of deviation is to be submitted along with the price bid essentially, in case vendor withdraws the deviation clauses the same will be considered for final evaluation,

e. Copy of price Bid (without prices).

f. The rating of the company quoting for this tender from a third party (independent agency) preferably by M/s Dun and Bradstreet should be submitted. (DUNS NUMBER). **Compliance of this clause is mandatory in case of foreign supplier, Indigenous suppliers to submit the copy of balance sheets for last three years** in absence of DNB / third agency report.

k) Any additional documents (please specify).

### **PART-III : (PRICE BID)**

#### **Clause 1.4 :**

The price Bid (with price) to be submitted for the complete scope strictly as specified in the price Format attached as Annexure-II.

Prices are to be indicated in both figures and words. In case of any discrepancy of value the prices quoted in words shall be considered for evaluation and establishing L1 status.

If price bid is not submitted along with other two envelopes, the offer will be rejected out rightly.

**Charges for 'Supply' and 'Erection & Commissioning' to be quoted separately by bidders.**

**\*\* The evaluation of tender shall be on the basis of "total cost to BHEL" including Supply and Erection & Commissioning. For evaluation, exchange rate (TT selling rate of SBI) as on scheduled date of tender opening (part-I in case of three part bid) shall be considered.**

#### **Clause 1.4.1**

a) **Foreign Suppliers** : The prices are to be quoted on C&F Mumbai (Sea) / New Delhi (Air) basis. The bidder who quote on other than C&F Mumbai / New Delhi basis then his offer will be loaded by the maximum freight, packing & forwarding charges quoted by any other bidder from the same or nearby port, against the enquiry/freight rate available with BHEL. Further non-availability of ship will not be accepted for rescheduling or waiver of penalties.

b) **Indigenous suppliers** : Vendors to quote rates on FOR destination (BHEL Haridwar) basis. However, the insurance will be arranged by BHEL. Vendor can dispatch good through any Indian Bank Association approved transporters having their branch at Haridwar / destination. For the convenience name and address of transporters approved by IBA and BHEL are posted at website [www.bhelhwr.co.in](http://www.bhelhwr.co.in). If any bidder still quotes on other than FOR destination basis, then their offer will be loaded by maximum freight, packing & forwarding charges quoted by any other vendor from the same or nearby station, against the enquiry / freight rate available with BHEL. Further, non-availability of BHEL approved transporter will not be accepted for rescheduling of delivery or waiver of penalties.

c) Insurance during transportation shall be taken care of by BHEL.

d) Applicable sales Tax, Excise duty, service tax, educational cess and any other statutory levy should be indicated separately and clearly in the quotation.

e) The comparison between foreign and indigenous bids shall be done based on the **Total** Landed price basis (FOR Destination).

**Clause 2.0 :**

Offer should be complete in all respect (i.e. Part-I, Part-II and Part-III).

Part-I (comprising EMD & Tender Fee or Certificate towards exemption of EMD & tender fee, Pre-Qualifying Requirement (PQR) & Supplier Registration Form (SRF)) will be opened on the date and time specified in the tender covering letter, in the presence of those vendors, who wish to attend the tender opening

Part II containing Techno -Commercial Bid will be opened on a separate date for those vendors who have qualified in the Part I. The opening date of Part II shall be intimated to vendors in advance.

Part III containing Price Bid will be opened for those vendors who have qualified in the Part I & Part II. The opening date of Part III shall be intimated to vendors in advance.

**Clause 2.1 :**

- a. **BHEL reserves the rights to place order for tendered quantity on more than one vendor**

**Clause 2.1.1:**

The part-III price Bid along with supplementary priced bid (if necessary) will be opened at a later date of only those bidders whose techno-commercial bid and financial health has been found acceptable. **BHEL reserves the right to evaluate vendors process capability / quality systems etc by visiting vendor works (if required)**

**Clause 3.0 :**

The following shall be super scribed on the envelopes:

1. PART-I

1. TENDER NO. AND ITEMS DESCRIPTION.
2. DUE DATE FOR OPENING.
3. "TENDER FEE & EMD OR CERTIFICATE TOWARDS EXEMPTION OF EMD & TENDER FEE, PRE- QUALIFYING REQUIREMENT (PQR) & SUPPLIER REGISTRATION FORM (SRF) – PART - I."

2. PART-II

1. TENDER NO. AND ITEMS DESCRIPTION.
2. DUE DATE FOR OPENING OF PART-I.
3. TECHNO -COMMERCIAL BID – PART – II

3. PART-III

1. TENDER NO. AND ITEMS DESCRIPTION.
2. DUE DATE FOR OPENING OF PART-I.
3. PRICE BID – PART – III

**Clause 3.1 :**

The part-I, part-II & part-III shall be individually sealed and super scribed as indicated above and shall be enclosed further in the envelop duly sealed and super scribed as :

"TENDER FOR (ITEM NAME) AGAINST TENDER NO.----- DUE ON -----  
----CONTAINING PART-I, PART-II & PART-III OF THIS OFFER." Vendor's full name and address should be clearly mentioned on the envelope

**Clause 3.2 :**

Envelopes not marked as above are liable to be ignored and will not be opened.

**Clause No. 4: As per directives of CENTRAL VIGILANCE COMMISSION, GOVERNMENT OF INDIA, one agent can not represent two or more suppliers or quote on their behalf in a particular tender. If so found at any stage, BHEL Hardwar is likely to cancel Enquiries / POs to such suppliers. Further, such Indian Agent is likely to be de-listed (Black listed for business from BHEL)**

**Clause No. 5: The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firm, shall be rejected. The list of banned firms is available on BHEL website [www.bhel.com](http://www.bhel.com)**

Thanking You,  
Yours faithfully,

For & on behalf of BHEL, Hardwar.

**Kaushik Roy**  
**Sr. Mgr (PPX-CAP)**

**ANNEXURE – I: - ACCEPTANCE OF COMMERCIAL TERMS BY VENDOR**

<b>BHEL Standard Terms</b>	<b>Vendor's Acceptance</b>
<p><b>1. Payment terms:</b></p> <p><b>A) <u>For indigenous supply :</u></b></p> <p>80% of Supply value + 100 % Taxes &amp; Duties to be paid against dispatch documents through bank and balance 20% of supply value + Commissioning charges (all the services provided at BHEL) will be paid after satisfactory Commissioning and submission of PBG of 10% of total PO value in BHEL prescribed format from any consortium bank of BHEL and valid <b>for 30 days beyond guarantee / warrantee period.</b></p> <p><b>B) <u>For import supply :</u></b></p> <p><b><u>Payment Through L/C:</u></b></p> <p>Where the payments are through L/C (L/C opening charges will be loaded), payment of Supply value shall be 80% on dispatch and 20% on issue of Commissioning Certificate. Payment of Commissioning value shall be made against Commissioning certificate issued by BHEL. Commissioning certificate shall be issued on satisfactory completion of commissioning, job proving, performance tests, training to operators etc. as envisaged in PO.</p>	
<p><b>The L/C shall be opened by BHEL as per following:</b></p> <p><b>(i)</b> Within 30 Days of receipt of acceptable CEBG, an irrevocable unconfirmed L/C will be opened for 30% of the payment towards supply, due on shipment i.e. 24% of the Supply value of PO (30% of 80%). Not earlier than 60 days before the shipment date, the value of this irrevocable unconfirmed L/C would be enhanced from 24 % to 80% of the Supply value of PO.</p> <p>The above L/C can be negotiated after the Shipment against submission of B/L or AWB and such other documents as mentioned in the PO. The above L/C will be valid for a period extending 21 days beyond the shipment date for negotiation of documents.</p> <p><b>(ii)</b> 15 days prior to the scheduled &amp; confirmed arrival of the technicians of supplier with their names, an irrevocable unconfirmed L/C will be opened for a value equal to 20% of the Supply value of PO plus 100% of the Commissioning value of PO. The validity of L/C would be sufficient to cover the period required for the completion of Commissioning plus 21 days as negotiation period.</p>	
<p><b>This L/C can be negotiated after:</b></p> <p><b>(a)</b> Completion of Commissioning of the equipment in BHEL and against Commissioning certificate issued by BHEL and</p> <p><b>(b)</b> Submission of Performance Bank Guarantee (PBG) by</p>	

BHEL Standard Terms	Vendor's Acceptance
<p>Supplier in the prescribed Format valid for 30 days beyond the guarantee / warrantee period, from one of the Consortium Banks of BHEL or from a reputed Bank and confirmed by Consortium Bank of BHEL for 10% of total PO Value. The PBG confirmation charges shall be borne by vendor. Under all circumstances, CEBG shall be kept valid till the PBG becomes operational.</p> <p><b><u>Direct Payment:</u></b></p> <p>In case of direct payment, 80% payment of Supply value + 100 % Taxes &amp; Duties shall be made within 45 days from the date of receipt of material at BHEL. Balance 20% of Supply value plus 100% of the Commissioning portion of PO value will be paid against Commissioning certificate issued by BHEL and submission of Performance Bank Guarantee (PBG) valid for 30 days beyond the guarantee / warrantee period by Supplier from any of the Consortium Banks of BHEL for 10% of total PO Value in the prescribed Format. The PBG confirmation charges shall be borne by vendor.</p> <p><b>Bank Guarantee and Loading against non acceptance of BHEL's Payment Terms:</b></p> <p>If payment terms as mentioned by BHEL are not agreed by bidder, such bidder have to submit Bank Guarantee at the time of payment / opening of LC in the prescribed Format of the amount, exceeding 80% of the PO value, valid till issue of Commissioning Certificate for the equipment. However, in no case, payment against dispatch shall exceed 90% of the PO Value.</p> <p>Additionally, for any deviation sought including as mentioned above, in Payment Terms by bidder w.r.t. tender conditions, following loading shall be followed:</p> <p>(a) Benchmark Prime Lending Rate (BPLR) of SBI as applicable on the scheduled date of tender opening + 2%, for the amount &amp; period of relaxation sought by bidder. (b) On account of payment through LC, if insisted by bidder, Bank charges shall also be loaded for the deviation in (i) opening of LC by BHEL and (ii) period and amount of LC w.r.t. NIT norms, as per the prevailing bank rates.</p>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>2. <u>PBG terms</u></b></p> <p>Performance Bank Guarantee (PBG) valid for 30 days beyond the guarantee / warrantee period by Supplier from any of the Consortium Banks of BHEL for 10% of total PO Value in the prescribed Format. The PBG confirmation charges shall be borne by vendor. This bank guarantee shall have to be submitted before release of last balance payment.</p> <p>Note : In case of foreign vendors if some indigenous supply is involved then PBG value shall be of combined order value (Import order value + indigenous order value in foreign currency) and to be submitted by foreign vendor.</p>	
<p><b>3 CURRENCY OF PAYMENT:</b> Freely tradable currency like Euro/USD/CHF/GBP/YEN/Rupees etc.</p>	
<p><b>4</b> For indigenous supply the currency shall be Indian Rupees</p>	
<p><b>5. CHARGES FOR SERVICES AT BHEL HARIDWAR :</b></p> <p>Services to be rendered at BHEL Haridwar like Commissioning, proving, training to operators, supervising foundation work etc.</p> <p>For Indian Suppliers: It should be quoted in Rupees.</p> <p>For Foreign suppliers: If supervision is being carried out by persons residing in India, it should be quoted in Indian Rupees.</p> <p>These charges are essentially to be indicated separately in price bid. Vendor to confirm</p> <p>BHEL will not provide boarding, lodging, travel cost (Air ticket, local transport etc.) to vendor's representatives visiting BHEL Haridwar for Erection &amp; Commissioning.</p> <p><b>** Total Commissioning Charge should be quoted separately by bidders. Only in case where quoted value is less than the value (in %) specified in the NIT or separate Commissioning Charges are not mentioned in the offer, value for Commissioning portion shall be deemed to be considered as the value indicated in NIT &amp; accordingly supply value will be adjusted from that quoted value and balance will be released as Commissioning payment as per clause no. 1 of '<u>ANNEXURE – I: - ACCEPTANCE OF COMMERCIAL TERMS BY VENDOR</u>' above.</b></p> <p><b>The estimated percentage of Commissioning Charge is : <u>2% of total material cost (approx.)</u></b></p>	
<p><b>6 TAXES :</b></p> <p>All statutory taxes, if any, will be deducted at source &amp; to</p>	

BHEL Standard Terms	Vendor's Acceptance
<p>be borne by the beneficiary. Tax deduction certificate shall be issued at the end of financial year if required.</p> <p>Quantum of TDS will be as per prevailing rates based on Availability / Non-availability of PAN. At present TDS rate without PAN is 20% and with PAN as per DTAA with the particular country.</p>	
<p><b>7. Contract Execution Bank Guarantee (CEBG) :</b>  Vendor has to submit <b>Contract Execution Bank Guarantee for 10% of the total PO value (Supply + Commissioning charges)</b> in the currency of order <b>within 30 days</b> from the date of purchase order (but before LC opening in case of foreign vendors) in the form of Bank Guarantee in BHEL format from BHEL consortium bank <b>or from a reputed bank and confirmed by any consortium bank of BHEL valid up to 30 days after the date of Commissioning Certificate, which will be issued on completion of Commissioning of equipment which includes commissioning, job proving, performance tests, training to operators etc. as prescribed in PO.</b></p> <p><b>Under all circumstances, CEBG shall be kept valid till the PBG becomes operational.</b></p> <p><b>If the supplier fails to submit the CEBG even within 60 days from the date of PO, BHEL reserves the right to cancel PO &amp; forfeit the EMD given by the supplier. In addition, in such case, action will be initiated in line with BHEL's extant guidelines for Suspension of Business dealings with Suppliers.</b></p> <p>Note : In case of foreign vendors if some indigenous supply is involved then <b>Contract Execution Bank Guarantee</b> shall be of combined order value (Import order value + indigenous order value in foreign currency) and to be submitted by foreign vendor.</p>	
<p><b>8. ORDER ACCEPTANCE:</b> Order acceptance (ink-signed) along with <b>Contract Execution Bank Guarantee</b> must be submitted within 30 days from the date of PO.</p>	
<p><b>9. Submission of Bank Guarantee:</b> All bank guarantees like <b>Contract Execution Bank Guarantee</b> as well as performance bank guarantee should be from one of the Indian branch of BHEL consortium banks (<b>annexure-III</b>) and the bank guarantees should be in the format as prescribed by BHEL (<b>annexure-IV</b>). The performance bank guarantee as well as the list of consortium banks is displayed at BHEL web-site <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a> however, in case the bank guarantee is not from Indian branch of BHEL consortium banks, then the vendor has to confirm bank guarantee on any Indian branch of consortium bank and all the bank charges are to be borne by the bidder.</p>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>10. Late delivery penalty Clause:</b> Penalty on delay in 'Supply' and/or 'Commissioning' will be applicable to the delays attributed to vendor. Penalty will be considered separately for 'Supply' and 'Commissioning'.</p> <p><b>A. For delay in supply:</b> The rate of penalty for delayed Supply shall be @ 0.5% per week of delay of total PO value (Supply + Commissioning) in supply subject to a maximum of 10% of total PO value</p> <p><b>B. For delay in Commissioning :</b> The rate of penalty for delayed Commissioning shall be @ 0.5% per week of delay of total PO value (Supply + Commissioning) in Commissioning subject to a maximum of 10% of total PO value</p> <p>Maximum penalty for delay in Supply and Commissioning together shall be limited to 15% of total PO value (Supply + Commissioning).</p> <p>In case PO includes more than one machine, the penalty shall be @ 0.5% per week of delay on total PO value (Supply + Commissioning) for the delayed machine.</p> <p>In case any bidder is not accepting the above penalty for delayed Supply and/or Commissioning, the offer of bidder shall be loaded to the extent to which it is not agreed by the bidder.</p> <p>In case, any shortage is noticed viz-a-viz PO requirement in the main equipment /spares, such shortages shall be replenished by supplier on FOR destination basis without any cost implication to BHEL i.e. Custom Duty and freight charges etc. upto destination for such short supplies shall be borne by the supplier.</p> <p>Supply period indicated by bidder should include reasonable time required for approval of drawings and other inputs from BHEL. In the Techno-Commercial Bid, the bidder shall submit milestones for various activities in co-relation with Supply and Commissioning period quoted by him.</p> <p>For the purpose of penalty for delay Commissioning of the equipment the duration will be reckoned from the date of intimation by BHEL to vendor for readiness of site.</p> <p>For calculating Late Delivery penalty delivery date shall be considered as per following :</p> <p><b>1. Indigenous Suppliers:</b></p> <ul style="list-style-type: none"> <li>a. Delivery Ex-works:- Date of GR /LR</li> <li>b. Delivery FOR Transporter Godown:- Date of GR/LR</li> <li>c. Delivery FOR Destination:- Date of receipt at BHEL Hardwar (if supply is direct to BHEL) or date of GR + one week (if documents are through bank)</li> </ul> <p><b>2. Import Supply:</b></p> <ul style="list-style-type: none"> <li>a. Delivery FOB / FCA port of discharge:- Date of BL/AWB</li> <li>b. Delivery C&amp;F/CPT port of destination:- Date of AWB/BL</li> </ul>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>11. Time Period for Supply and Commissioning of equipment:</b></p> <p>(Bidder should quote time period separately for 'Supply' and 'Commissioning' of equipment.)</p> <ul style="list-style-type: none"> <li>• Earliest Time period (from the date of PO) required by bidder for supply of equipment :</li> <li>• Earliest Time period (after the first intimation by BHEL to the party) required by bidder for commissioning of equipment :</li> </ul> <p><b>Note: Time period required by BHEL for commissioning of equipment by party is: Within 1 month after the first intimation by BHEL to the party.</b></p>	
<p><b>12. Delivery basis :</b></p> <ul style="list-style-type: none"> <li>• Delivery must essentially be C&amp;F Mumbai Sea port for import and FOR BHEL Haridwar for indigenous. (Sea freight charges for import and freight charges for indigenous items must essentially be quoted and indicated separately in price bid.)</li> </ul>	
<p><b>13. Settlement of Disputes:</b></p> <ul style="list-style-type: none"> <li>• If any dispute, controversy or claim arising out of, relating to, or in connection with, this contract, or the breach, termination or validity thereof, arises, both parties hereto shall endeavor to settle such dispute amicably. Should this attempt fail, the disputes between the parties shall be resolved through arbitration in accordance with the Arbitration and Conciliation Act, 1996. The attempt to bring about an amicable settlement is considered to have failed as soon as one of the parties hereto, after reasonable attempts (which attempt shall continue for not less than 30 days); give 30 days' notice, in writing, invoking arbitration and calling upon the other party to constitute the tribunal as provided. All or any such disputes or differences arising between the parties to this contract shall be referred to an Arbitral Tribunal consisting of three arbitrators. Both the parties shall appoint one arbitrator each and the arbitrators appointed so by the parties shall appoint a presiding arbitrator. The place of arbitration shall be New Delhi. The language of arbitration shall be English. The substantive law applicable to the substance of the dispute shall be the Indian Law.</li> <li>• For Indigenous Source. The venue of arbitration shall be Haridwar Courts, which will have exclusive jurisdiction.</li> </ul>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>14. Authorization for pre-inspection:</b></p> <p>BHEL is authorized to pre inspect the material at vendor's works. The material will be dispatched only after getting clearance from BHEL.</p> <p>Indigenous suppliers should give Pre-Dispatch Inspection (PDI) call at least 15 days in advance and foreign suppliers should give PDI call at least 45 days in advance. If supplier fails to give pre-inspection call with in stipulated time, this will not be a reason of penalty waiver or delivery extension.</p> <p>Travel, Lodging &amp; Boarding charges of BHEL inspectors / trainees during pre-inspection and training will be borne by BHEL.</p>	
<p><b>15. Drawing / data approval :</b></p> <p>Any drawing / data approval required from BHEL after placement of order Shall be the responsibility of the vendor and any delay on account of the same shall be the responsibility of the vendor and have no bearing on the penalty applicable.</p>	
<p><b>16. Drawing / design / information use:</b></p> <p>The vendor will have to give an undertaking that the drawing / design / information enclosed with the enquiry / proposed order will not be parted to any other agency and will also not be used for manufacturing for any other customer.</p>	
<p><b>17. Attending to any complaint during guarantee period :</b></p> <p>Vendor will have to ensure deputation of their people for erection &amp; commissioning or for attending to any complaint during guarantee period within 7 days of intimation. In case of delay BHEL will be within their rights to get the job completed at the risk and cost of the supplier.</p>	
<p><b>18. Sets of O&amp;M Manual:</b></p> <p>Sets of Operation &amp; Maintenance Manual shall have to be supplied as per clause no. 37 of enclosed technical specification along with the equipment. Final payment will be released only after receipt of the required documentation.</p>	
<p><b>19. Training:</b></p> <p>Vendor shall provide required training to BHEL personnel as per technical specifications.</p>	
<p><b>20. Purchasing of BOI items:</b></p> <p>Vendor shall purchase the BOUGHT OUT ITEMS only from vendors of repute and indicate the same to BHEL at the time of approval of GA drawing. BHEL reserves the right to visit / inspect the works of supplier and that of their sub contractors before or after placement of order.</p>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>21. Spares, tooling, jigs and fixtures:</b></p> <p>The equipment being new, above items shall be needed in bulk at a later stage. However two separate lists of spares, tooling, jigs and fixtures should be sent along with quotation.</p> <ol style="list-style-type: none"> <li>1. Items which you recommend very necessary to be available along with the equipment.</li> <li>2. Item which may be required at a later stage. (The price validity of these items should be for a minimum period of two years from the date of commissioning of the equipment).</li> </ol>	
<p><b>22.</b> Details of Contact person Name, Designation, Department complete postal, E-mail address &amp; Fax no, phone, Mobile no. to be mentioned.</p>	
<p><b>23. Import Supply:</b></p> <ol style="list-style-type: none"> <li>a. Phyto-sanitary Certificate essential for packages (Wooden)</li> <li>b. Country or origin certificate: Vendor to furnish the country of origin certificate from Chamber of Commerce with dispatch documents.</li> </ol>	
<p><b>24. Validity:</b> Validity of the offer should be 180 days from tender opening date.</p>	
<p><b>25. Bank Charges:</b> Bank Charges on either side. Or your prices will be loaded suitably</p>	
<p><b>26. Participation in Reverse Auction:</b> BHEL may decide to process the case through RA (As per Annexure-V attached). Vendors to give their confirmation for participation in Reverse Auction process.</p>	
<p><b>27. Beneficiary of PO: Please confirm the beneficiary of PO along with the complete address</b></p>	
<p><b>28.</b> Foreign Suppliers: Dispatching port &amp; Country to be mentioned essentially</p>	
<p><b>29.</b> Total weight -- /Gross / Net in Kg, package size essentially should be indicated (if not exact then approximate.)</p>	
<p><b>30.</b> Bar Chart / Progress Chart of the project execution:- Detailed activity chart will be submitted within 30 days of placement of PO and the progress chart of the project will be submitted monthly.</p>	
<p><b>31. Risk Purchase Clause:</b> In case of delays in supplies / defective supplies or non-fulfillment of any other terms and conditions given in the Purchase Order the purchaser may cancel the purchase order in full or part thereof, and may also make the purchase of such material from elsewhere / alternative source at the risk and cost of the supplier.</p> <p>Vendor does not agree to above risk purchase clause, their offer is liable to be rejected. In case any vendor accepts risk purchase clause initially and subsequently declines to honour the term in the eventuality of RISK PURCHASE, they may be banned for business with BHEL.</p>	

BHEL Standard Terms	Vendor's Acceptance
<p><b>32. Force Majeure Clause:</b></p> <p>a. Either party shall be entitled to suspend performance of his obligations under the contract to the extent that such performance is impeded or made unreasonably onerous by any of the following circumstances: fire, war, flood, riots, earthquake etc.</p> <p>b. The party claiming to be affected by force majeure shall notify the other party in writing immediately without delay on the intervention and on the cessation of such circumstances. If force majeure prevents the purchaser from fulfilling his obligations, he shall not be forced to compensate the contractor for expenses.</p> <p>c. Regardless of what might otherwise follow from these general conditions, either party shall be entitled to terminate the contract by notice in writing to the other party if performance of the contract remains suspended under Clause Force Majeure for more than 6 months.</p> <p>d. Evidence for this would be "Force Majeure" certificate issued by chamber of commerce of the concerned country.</p>	
<p><b>Note:</b> Attach separate sheet for additional information if necessary. The above terms &amp; condition supersedes the terms &amp; conditions found contradictory written elsewhere in the tender enquiry</p>	

**For import supply**

Description	Price (in foreign currency)
Basic m/c and equipment as per tech. specification covering all features (ex-works) Please attach un-priced copy of your price bid with technical bid. The sequence of price and other details shall be kept same as stated in the specifications.	
Essential Toolings / Consumables (ex-works) – item wise price break-up to be indicated against each clause of technical specification.	
Spares (ex-works) – item wise price break-up to be indicated against each clause of technical specification.	
Total Services at vendors works (training, pre-acceptance etc.) Item wise break-up to be submitted as per technical specification	
Packing & Forwarding charges (FOB Charges)	
Sea freight upto Mumbai Seaport or Air Freight upto New Delhi Airport	
<b>Total C&amp;F cost =</b>	
<b>**Total Service Charge including all Services like Commissioning, Job proving, performance tests, training to operators etc. at BHEL Haridwar</b> (price break-up to be indicated against corresponding clauses of technical specification)	
Service Tax on Service charges @12.36% or prevailing rate	
<b>Total Service at BHEL =</b>	

**For indigenous supply**

Description	Price (in Indian rupees)
Basic m/c and equipment as per tech. specification covering all features (ex-works) Please attach un-priced copy of your price bid with technical bid. The sequence of price and other details shall be kept same as stated in the technical specifications.	
Essential Toolings / Consumables (ex-works) – item wise price break-up to be indicated against each clause of technical specification.	
Spares (ex-works) – item wise price break-up to be indicated against each clause of technical specification.	
Packing charges	
Excise duty : @10.30% or prevailing rate	
CST@ prevailing rate	
Forwarding charges	
Freight up to BHEL Haridwar stores	
<b>Total supply cost at BHEL Haridwar =</b>	
<b>**Total Service Charge including all Services like Commissioning, Job proving, performance tests, training to operators etc. at BHEL Haridwar</b> (price break-up to be indicated against corresponding clauses of technical specification)	
Service Tax on Service charges @12.36% or prevailing rate	
<b>Total service charges =</b>	

**\*\* Total Commissioning value should be quoted separately by bidders. Only in case where quoted value is less than the value (in %) specified in the NIT or separate Commissioning values are not mentioned in the offer, value for Commissioning portion shall be deemed to be considered as the value indicated in NIT & accordingly supply value will be adjusted from that quoted value and balance will be released as Commissioning payment as per clause no. 1 of 'ANNEXURE – I: - ACCEPTANCE OF COMMERCIAL TERMS BY VENDOR' above.**

**The estimated percentage of Commissioning Charge is: 2% of total material cost (approx.)**

**NOTE :**

- a) Item wise breakup of the prices shall be furnished as per TECH. SPECIFICATION / DISCUSSIONS; ELSE, THE BID IS LIABLE FOR REJECTION. Wherever the prices mentioned are unit prices, it should be clearly specified.
- b) Per person per week rates against each category of training at vendor's work must be mentioned separately in Technical Specification.
- c) Bidder to note that total price indicated above shall be considered for evaluation and hence should be complete in all respects for the full scope defined and considering all terms and conditions. Optionals as indicated in specification will not be taken for evaluation.
- d) Any item not included in this price quoted above and shown separately will not be taken cognizance of and shall be ignored while evaluation.
- e) Following details shall be provided in separate Annexure.
  - A) Unit prices for variable items.
  - B) Prices for any other OPTIONAL items.
- f) **Excise duty:** Concession forms requirements etc. to be stated wherever applicable.
- g) Transit insurance shall be arranged by BHEL

**NOTE:**

1. BHEL will evaluate the technical bids against essential criteria/requirements. BHEL may seek clarifications, if required, from the qualified bidders only. These clarifications will be communicated to the eligible vendors and they will be asked to attend techno-commercial discussions on specified dates. The bidders will be given 15 days notice to come prepared with the required documents/ clarifications. No extension will be given. **The offers of those bidders, who are unable to respond in this time frame, are likely to be ignored.**
2. The vendors found technically acceptable against their original technical offer and subsequent technical discussion BHEL will communicate equivalent scope of supply to the qualified bidders who will be required to submit their supplementary technical bid along with impact in the form of addition and deletion in their price bid in separate sealed envelopes. They will also be required to submit copy of un-priced price bid of these impacts in a 3<sup>rd</sup> sealed envelope duly super-scribed. These will be submitted within 15 days. The technical bid along with un-priced price bid of impact will be opened on the communicated date and no extension in this time will be given.

**It is clarified that no correspondence, technical or commercial, other than the above bids is permissible. In case any uncalled for correspondence, technical or commercial, is received, the same will be ignored and entire bid also may be ignored. It is also clarified that no commercial discount will be acceptable.**

3. All the bidders whose offers have been accepted by BHEL will be given notice for opening of their original price bid and supplementary impact.

**Date** :

**Signature** :

**Name** :

**Designation** :

**Department** :

**M/s**

**LIST OF BHEL CONSORTIUM BANK\***

1	State Bank of India
2	Canara Bank
3	Bank of Baroda
4	Punjab National Bank
5	State Bank of Hyderabad
6	State Bank of Travancore
7	Corporation bank
8	Syndicate Bank
9	Indian Bank
10	Oriental Bank of Commerce
11	UCO bank
12	Central bank of India
13	IDBI Ltd.
14	HDFC Bank Ltd.
15	ICICI Bank Ltd.
16	Kotak Mahindra Bank ltd
17	The Federal bank Limited
18	Abn-Amro Bank
19	Citi Bank
20	HSBC
21	Deutsche Bank
22	Standard Chartered Bank
23	United bank of India
24	Vijaya Bank
25	Union Bank of India
26	Bank of India
27	Andhra Bank
28	Punjab & Sind Bank
29	Axis Bank

\* Please check the list of consortium banks on the following web site [www.bhelhwr.co.in](http://www.bhelhwr.co.in) every time a bank guarantee is executed.



### Proforma for Bank Guarantee

In consideration of the Bharat Heavy Electrical Limited Siri fort N. Delhi through Division HEEP Hardwar (hereinafter called the Company') having agreed to exempt-----  
----- (hereinafter called 'the said Contractor' which term includes 'Suppliers' for the purpose of this Bond) from the demand under the terms and conditions of an Agreement date. ----- Made between -----and ----- for (hereinafter called 'the said Agreement') of Security Deposit for the due fulfillment by the said Contractor of the terms and conditions contained in the said Agreement, on production of a Bank Guarantee for Rs. ----  
----- (Rupees-----only).

1. We, \_\_\_\_\_ (Indicate the name of the Bank) \_\_\_\_\_ (hereinafter referred to as 'the Bank') at the request \_\_\_\_\_  
\_\_\_\_\_ (Contractor (s) do hereby undertake to pay to the Company an amount not exceeding Rs. \_\_\_\_\_ against any loss or damage caused to or suffered or would be caused to or suffered by the Company by reason of any breach by the said Contractor (s) of any of the terms and conditions contained in the said Agreement.
2. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the Company stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Company by reason of breach by the said Contractor(s), of any of the terms of conditions contained in the said Agreement or by reason of the contractor(s), failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. \_\_\_\_\_.
3. We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the Contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Contractor(s) shall have no claim against us for making such payment.

4. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till \_\_\_\_\_ Office / Department / Division of Bharat Heavy Electrical Limited certifies that the terms and conditions of the said Agreement have been fully and property carried out by the said contractor(s) and accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the \_\_\_\_\_  
\_\_\_\_\_ we shall be discharged from all the liability under this guarantee thereafter.
5. We, \_\_\_\_\_ (indicate the name of the Bank) \_\_\_\_\_ further agree with the Company that the Company shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the power exercisable by the company against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by any reason of any such variation or extension being granted to the

said contractor(s) or for any forbearance, act or omission on the part of the company or any indulgence by the company to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would but for this provision have effect of so relieving us.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
  
7. We, \_\_\_\_\_ (indicate the name of the bank) \_\_\_\_\_ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the Company in writing.

Dated the \_\_\_\_\_ day of \_\_\_\_\_

For \_\_\_\_\_ (indicate the name of the bank) \_\_\_\_\_

**GENERAL TERMS AND CONDITIONS OF REVERSE AUCTIONING**

Against this enquiry for the subject item /system with detailed scope of supply as per enquiry specifications, BHEL may resort to “REVERSE AUCTION PROCEDURE” i.e., ON LINE BIDDING ON INTERNET.

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
3. BHEL will inform the vendor in writing in case of reverse auction, the details of Service Provider to enable them to contact & get trained.
4. Business rules like event date, time, start price, bid decrement, extensions etc. also will be communicated through service provider for compliance.
5. Vendors have to fax the Compliance form in the prescribed format (provided by Service provider) before start of Reverse auction. Without this, the vendor will not be eligible to participate in the event.
6. BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at “Total Cost to BHEL” like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the vendor to enable them to fill-in the price and keep it ready for keying in during the Auction.
7. Reverse auction will be conducted on scheduled date & time.
8. At the end of Reverse Auction event, the lowest bidder value will be known on the network.
9. The lowest bidder has to Fax the duly signed Filled-in prescribed format as provided on case-to-case basis to BHEL through Service provider within 24 hours of Auction without fail.
10. Any variation between the on-line bid value and the signed document will be considered as sabotaging the tender process and will invite disqualification of vendor to conduct business with BHEL as per prevailing procedure.
11. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL’s standard practice.
12. Bidders shall be required to read the “Terms and Conditions” section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the ‘Business Rules of Reverse Auction’, which will be communicated before the Reverse Auction.
13. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communication with other bidders, action as per extant BHEL guidelines, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
14. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
15. In case BHEL decides to go for reverse auction, the H1 bidder (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process.
16. BHEL reserves the right to go for Reverse Auction (RA) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. All bidders to give their acceptance for participation in RA. Non-acceptance to participate in RA may result in non-

consideration of their bids, in case BHEL decides to go for RA. In case BHEL decides to go for Reverse Auction, only those bidders who have given their acceptance to participate in RA will be allowed to participate in the Reverse Auction. Those bidders who have given their acceptance to participate in Reverse Auction will have to necessarily submit „online sealed bid“ in the Reverse Auction. Non-submission of „online sealed bid“ by the bidder will be considered a tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.