

Annexure "A"

TERMS & CONDITIONS FOR PURCHASE ENQUIRY No. E6350077

1. Offer must be submitted in a sealed cover. The cover should bear our enquiry number, due date of opening & name of the bidder.
2. Offers are invited in two bids, outer cover, inner cover-I (Techno-Commercial bid) and inner cover -II (Price- Bid) must bear our tender no., due date & bidders name. Offers received in single bid will be bypassed.
3. Most Important : Offer to be submitted in two bid as per detail given below :
 - (a) **Techno-Commercial Bid:-**
 - (i) Techno-Commercial bid should be as per enclosed checklist of main commercial terms & conditions duly signed and technical details.
(For techno-Commercial terms, please submit duly filled check list given at page-3)
 - (ii) It should also have a copy of signed blank price bid (after erasing price).
 - (iii) It should be sealed in an envelope bearing "enquiry number and due date, "Techno-Commercial Bid" on top of envelope.
 - (b) **Price Bid:-**
 - (i) Price bid should be duly signed.
 - (ii) Price bid should be sealed in separate envelope bearing the "enquiry no, due date, price bid" on top of envelope.
 - (c) Both the envelope should be packed in separate envelope with the address.
4. The offer should reach this office on or before 13:15 Hrs on the due date. Tender can also be dropped in the Tender Box kept at Administrative building Gate. The Tenders (only technical bids) will be opened after 14:00 Hrs on the due date in presence of all bidders who will be present.
5. Offer should be free from overwriting or erasures. Corrections or additions, if any should be attested.
6. Your quoted rate should remain firm till execution of order. Price should be within range of Rs.855/- to Rs.900/- inclusive of all taxes & duties, freight & insurance or any other duties/levy imposed by government and even in case of any changes in excise duty and sales tax after placement of order.
7. No enhancement of rate for whatever cause is allowed once the offer is accepted and the order is placed. Withdrawal from the quotation after it is accepted or failure to make the supply within the scheduled period will entail cancellation to make the supply within the scheduled period will entail cancellation of order and /or imposition of risk & cost purchase.
8. Material offered should be of required quality and conforming strictly to our specifications.
9. Test certificate to be submitted along with supplies in case an order is placed.
10. Required lead time for affecting supplies along with available capacity should be indicated in the offer. We need delivery of shoes/sandal at the earliest.
11. Failure to supply by the time specified on the order will make the supplier liable to pay unconditional penalty of ½% of the prices of goods in arrear per week subject to a maximum of 10% of the order value unless agreed otherwise.
12. The quantities for each item to be purchased may vary from the tendered quantity according to our actual requirement at the time of placing orders.

13. Our standard terms of payment is 100% payment after 60 days of acceptance of material at our works. In no case, interest for over due period will be borne by BHEL. Advance or LC payment terms shall not be accepted. In any case, payment terms before acceptance of material at our works will not be accepted.
14. Bharat Heavy Electricals Ltd do not bind itself to accept the lowest of any tender, but reserves to itself the right to accept or reject all or a part of any tender at its discretion following BHEL purchase policy & Government guidelines.
15. In all cases of disputes, the matter shall be referred for arbitration. The arbitrator shall be nominated by the Unit Head, Bharat Heavy Electricals Ltd. Jhansi or any other officer nominated by him. The award of Arbitrator shall be final and binding on both the parties.
16. In case of any suit or other legal proceedings under or relating to this tender, the courts at Jhansi shall have full jurisdiction.
17. Total delivered cost at BHEL Jhansi including loadings if any shall be the criteria for deciding the tender.
18. Your quotation against this enquiry must be valid for ordering up to minimum of 90 days from the date of tender opening.

19. Qualifying Criteria for Bidders:

- 19.1 Bidder must be manufacturers & Micro & Small Enterprises only.
 - 19.2 The quoted rate must be in the range of minimum & maximum price limit Rs.855/- to Rs.900/- (per unit) which includes packing, forwarding, all taxes, duties, freight, & insurance etc. No C-form will be issued.
 - 19.3 Bidder shall have experience for supply of bulk order to Govt/PSU/Private sector with at least execution of one order having value more than Rs.3.00 Lacs during last two years from the date of tender opening. The bidder has to submit copy of their purchase orders along with quotation as proof.
 - 19.4 Bidder shall submit proof of Micro & Small Enterprises (MSE).
 - 19.5 Offers from bidders who do not meet our qualifying criteria in spec will be rejected.
 - 19.6 Offer must be submitted in two bid system as per remark no.3 (a) & (b). If offers received in single bid will be bypassed.
20. The Bidder shall confirm that the provision for 10% replacement with different sizes. Cost of collection, packing, and transportation (both side) shall be borne by party.
 21. Only technically qualified bidder's samples shall be processed further.
 22. For any other clarification, please contact Mr. B.K. Manjhi, DGM (MM) Ph. no. 0510-2412435 or Mr. **Sachin Sharan Verma Asst** Engineer (MM). Ph. no. 0510-2412373 Fax no. 0510-2412120 & email id: bkmanjhi@bheljhs.co.in & sachin@bheljhs.co.in.
 23. Please send offer to Head (MM), BHEL - Jhansi -284129 (UP).
 24. No late offer will be considered and they will be returned back to the bidder.
 25. Samples are to be submitted along with offer otherwise offer may be rejected. More than one sample can also be considered from a single bidder.
 26. Before opening of price bids, sample will be finalized after consultation with representatives of the recognized trade unions and selected samples will be graded according to preference like Preference-1, Preference-2..... In case of tie on lowest price, the higher graded (Preference) sample will be selected for full (100% quantity) ordering.

**Check List & Commercial Terms and Conditions
(To be filled and submitted along with Offer in Techno Commercial Bid)**

Sl. No.	DESCRIPTION OF BHEL REQUIREMENT	Acceptable / Not Acceptable	REMARKS / DEVIATION
<u>Qualifying Criteria</u>			
1.	Purchase Order copy for supply of one order for more than Rs.3.00 Lacs in last two years. (Proof enclosed)	Yes/ No	
2.	FOR BHEL Jhansi Price quoted are firm & within the range of Rs.855/- to Rs.900/- (per unit) which includes packing, forwarding, all taxes, duties, freight, & insurance etc.	Yes/ No	
3.	Proof of sales MSME enclosed	Yes/ No	
<u>Technical Details</u>			
1	Technical Specification of shoes/sandal shall be as per BHEL's specification no. BHEL/HR/WLF/01 Rev.01 as called in enquiry. Colour of shoes/sandal shall be black.	Yes/ No	
2	Test certificate as per clause no.4.1 of specification no. BHEL/HR/WLF/01 Rev.01 shall be submitted along with supply without any extra cost.	Yes/ No	
3.	Please confirm that sample submitted by you along with your offer is as per our specification no. BHEL/HR/WLF/01 Rev.01.	Yes/ No	
4.	Confirmation for all sizes as per our requirement mentioned in enquiry	Yes/ No	
5.	Confirmation for the provision for 10% replacement with different sizes	Yes/ No	
<u>Commercial terms and condition</u>			
1	Prices quoted on "FIRM PRICE" basis as per remark no. 6 of Annexure-A.	Yes/ No	
2	LD clause as per remark no. 11 of Annexure-A is acceptable.	Yes/ No	
3.	All other terms and conditions of enquiry are acceptable.	Yes/ No	
4.	Blank price bid enclosed.	Yes/ No	
5.	Our standard terms of payment is 100% payment after 60 days of acceptance of material at our works.	Yes/ No	
6.	Delivery term - FOR BHEL Jhansi.	Yes/ No	
7.	Delivery period from date of order.		
8.	Validity of offer (Min 90 days)	Yes/ No	

NOTE: - It is confirmed that all the terms and conditions stipulated in the Tender Enquiry have been fully understood by us and acceptable to us.

Signature & Office Seal of the bidder