



BHARAT HEAVY ELECTRICALS LIMITED

(A GOVT. OF INDIA UNDERTAKING)

Annexure-II(Rev01)
E1140012

INSTRUCTIONS FOR SUBMISSION OF TENDER **For Foreign supplier and Indian suppliers/Authorized distributor/dealers**

1. The offers against the enquiry shall be submitted in two parts as detailed below:

Techno-commercial Bid (Part-A)

- (A1) Tender enquiry no. E1140012 (page 1-3)
- (A2) Blank price-bid (un priced) duly signed as per annexure-IA & IB
- (A3) Signed copy of integrity pact as per annexure-III (page 1-5)
- (A4) Filled and signed copy of check-list as per annexure-IVA & IVB
- (A5) Signed copy of annexure-II (Rev01) (instruction for submission of tender)
- (A6) Vendor qualifying requirement as per Annexure-V (Rev01)
- (A7) RA terms and conditions as per Annexure-VI

Price-bid (Part-B)

- (B1) Price-bid duly filled & signed as per annexure-I

2. The venders shall prepare 'Part-A' & 'Part-B' in two different sealed envelopes duly super-scribing enquiry no. and part no. of the bid. These two parts of the bid shall be kept together in a third envelope super-scribing enquiry no., due date and time of opening as indicated in the tender enquiry. This envelope containing 'Part-A' & 'Part-B' shall be submitted to BHEL.
3. 'Part-A' of the bid alone shall be opened on the due date in presence of the tenderers in the first instance. This part of the bid shall be examined in detail. 'Part-B' of the bid shall be opened only for such of the tenders whose techno-commercial offers are found acceptable by BHEL. Such tenderers shall be advised the date and time of opening of 'Part-B' i.e. price part of their bid. Tenderers must carefully go through all the instructions & conditions before filling in 'Part-B' of the bid. Any type of mistake in submission of the bids will make the tender liable for rejection.
4. The bids shall be submitted only in the format given in the tender documents. It may be noted that each page of the tender document has been signed by BHEL. While submitting the bid, these very pages are to be used in original. The tender is also required to sign & stamp each and every page of the tender document clearly bring out deviations, if any.
5. Tenders not complying with the above and other requirements of the tender shall be liable for rejection. Tenderers are therefore advised to read all be documents carefully before submission of the bids and ensure the fulfillments of all the technical & commercial parameters.
6. It must be clearly understood that the order concluded pursuant to this tender enquiry shall be governed by the general terms & conditions of the contract as preprinted overleaf of the enquiry. No deviation from these conditions is permitted.
7. No over-writing in any of the annexures of 'Part-A' or 'Part-B' is permitted. Corrections in the bid should normally be avoided. However, when these become essential, bidder shall score out the incorrect information and put the correct information duly endorsing each correction with his signatures.



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8. Integrity pact shall be as per schedule annexure-III
9. Container detention free period of 14 days should be allowed and supplier should give instruction to its shipment line for the same. The 'Bill of landing' should be mentioned "container detention period of 14 days is allowed." (Only for foreign suppliers).
10. BHEL will not pay demurrage/detention charges due to discrepant documents submitted by vendor. All demurrage/detention charges because of discrepant document shall be in supplier's account. (Only for foreign suppliers).
11. Supplier to submit draft/sample copy of 'Test Certificate' conforming to our specification JS27197 for our approval.

We confirm above instructions have been fully understood. We further confirm that 'price-bid' has been submitted exactly in line with format without addition of any other terms & conditions and if the 'price-bid' is found to be conditional (e.g. minimum order quantity, slab rate, discount for quantity, different terms of payment etc.), BHEL has full right not to accept our offer.

Signature of supplier

Name

Designation

Seal