



**ANNEXURE-III TO OPEN TENDER: FOR CAUTION SIGN PLATE  
CHECK LIST STANDARD COMMERCIAL TERMS & CONDITIONS**

S No.	BHEL Standard Terms	Supplier Confirmation	Deviation (if any)
01	<b>Terms of Delivery:</b> FOR - Destination means FOR - BHEL Stores [Packing & Forwarding, Freight & Insurance, Octroi are in Supplier's scope i.e. included in the quoted prices. Unloading at Store would be to the account of BHEL only].		
02	<b>Delivery Period:</b> Vendor shall specify the initial start of delivery and subsequently Per Month delivery		
03	<b>Liquidated Damages (LD) :</b> The applicable LD shall be at the rate of 0.5% per week to maximum of 10% for the undelivered portion and for the deliveries made beyond the agreed Delivery Period. Delivery being the essence of BHEL's contract requirements, in the event that a Supplier does not accept the above LD condition, the offer would be loaded to the extent of the shortfall with respect to upper limit specified above.		
04	<b>Terms of payment for Indigenous Suppliers:</b> 100% payment will be made directly thru' EFT in 90 days for Non-MSE and 45 days for MSE vendors (MSE vendors shall furnished notarised MSE copy along with CA certificate ) from the date of receipt and acceptance of materials at BHEL Stores, Ranipet. If any supplier is asking for payment terms other than the above specified, then suitable loading on cost will be considered. Loading of any deviation in the payment terms w.r.t tender terms will be "Base rate of State Bank of India (SBI) (as applicable on the date of bid opening: Techno-commercial bid opening in case of two part bids) + 6%, will be considered for loading for the periods of relaxation sought by bidders.		
05	<b>Guarantee Period:</b> The materials are to be guaranteed for satisfactory performance for period of 12 months from the date of commissioning/putting in to use or 18 months from the date of dispatch whichever is earlier and if any defect is noticed during the above period, the same shall be rectified/replaced free of cost on FOR Destination basis within a reasonable time.		
06	<b>Validity:</b> Supplier to mention clearly the validity date of the offer. Minimum 90 days from techno-commercial bid opening		
07	<b>Clientele List:</b> Supplier to submit detailed clientele list with their full address including detail of contact person with phone no., fax no. & e-mail ID as per clause A]g) of Annexure - II (STANDARD TERMS & CONDITIONS).		
08	<b>Reverse Auction (R/A) / Bidding through Internet:</b> Supplier confirmation required.		
09	<b>Taxes &amp; Duties:</b>		
(i)	<b>Excise duty in % :</b> To be indicated by supplier. ED invoice is required for availing Cenvat. benefit .		
(ii)	<b>Sales tax in % : VAT / CST</b> to be indicated by the supplier.		



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10	<b>Test Certificate:</b> To be submitted. With Chemical and Mechanical properties and dimensions as per Standards and our drawing and specifications.		
11	<b>Risk Purchase Clause :</b> The purchaser at his option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of goods or any part which the seller has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available , the best and nearest substitute thereof. The seller shall be liable for all losses and extra expenditure which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rates of LD clause agreed (Supplier Confirmation Required)		
12	Firm price till completion of order		
13	Inspection before despatch at supplier's works by BHEL/TPI agency		
14	Place of Manufacturing: Mention the place of manufacturing		
15	Vendor status like Micro/Small/Medium: To be indicated by vendor [latest copy of supporting document shall be furnished along with offer offer]		
<b>Signature &amp; Office Seal of Vendor</b>			

## MSE STATUS

As per the Public Procurement Policy notified by the Central Government, Micro and Small Enterprises quoting within the price band of L1+15% shall be allowed to supply the requirement up to 20% of the tender value subject to condition that such Enterprises bring down their price to L1 price where L1 price is from other than a Micro and Small Enterprise.

If L1 offer is from a Micro / Small Enterprise, this provision will not be applicable.

In case more than one Micro and Small Enterprise is there within this span, the supply shall be shared proportionate to the tender quantity. (70:30 or 50:30:20 of the eligible quantity)

Note: Special provision for Micro and small enterprises owned by SC or ST: -

Sub target of 20% (i.e. 4% out of 20%) would be earmarked for procurement from Micro and Small Enterprises owned by the Scheduled Caste or Scheduled Tribe Entrepreneurs provided that in event of failure of such Micro and Small Enterprises to participate in the tender process or meet the tender requirements and the L1 price, the 4% sub-target for procurement ear-marked MSE owned by Scheduled Caste or Scheduled Tribe Entrepreneurs shall be met from other MSE Enterprises/s.

Such of those Suppliers who are already registered with BHEL, Ranipet as an MSE and whose registration is valid on the date of the tender opening (technical bid opening date in the case of two part bid) will be considered as eligible for the above concession.

(Note: The details of the registration such as the name of the chartered accountant / firm that has certified for the MSE status, the date of the certification and the date of receipt of the certificate by BHEL, Ranipet are available in the web-site: <http://bapscm.bhelrpt.co.in/purc>)

In their own interest the registered Bidders are advised to check the current status of the validity of the registration, which is one year from the date of the certification by the Chartered Accountant before submitting their Bid document/s. In the event that on the date of the tender opening the registration is not valid, then the Supplier will be treated under non-MSE category for this tender.

In case the validity of the registration has expired and if the Bidder wants to be considered as an MSE then, the Supplier shall submit the necessary certificate from a chartered accountant certifying the status of their Unit / Works clearly specifying the address of the works which is to be considered as MSE and send the same to BHEL, Ranipet either before the tender opening date or as a part of the tender document. If the offer is accompanied with the certificate, then the Bidder would be considered as an MSE. If the certificate is sent separately BHEL will not be responsible for any postal / courier / delivery delays and the status as on the date of the bid opening as available with BHEL Ranipet' s records shall be used for reckoning the status of the Bidder as an MSE or otherwise.

Offer/s received without these documents will be treated as non-MSE and order finalization will be done based on this premise.

Documents submitted after Bid-opening will not be considered in this tender.

This provision for MSE will apply subject to the condition that the participating MSE meets the tender requirements.

In case of any change in the MSE status of the Bidder, it shall be the responsibility of the Bidder to notify the change as a part of the Bid document. If at a later date it comes to the knowledge of BHEL, Ranipet that the change in the status has not been intimated by the Bidder and the order is obtained under the premise of an MSE then BHEL would cancel the pending order against this tender and take necessary steps for suspension of the business dealing with the Bidder as per the procurement policy of BHEL.

In case after the bid opening it is seen that no MSE has become L1, then depending on the nature of the item, if it is not possible to split the tendered items / quantities on account of reasons like customer contract requirements of supplying one make for a given project or technical reasons like the tendered item being a system etc. then BHEL would not counter offer the L1 prices even though there may be MSE bidders within the +15% band of L1.

**IN THE LETTER HEAD OF THE C.A. FIRM**

**TO WHOM SO EVER IT MAY CONCERN**

This is to certify that M/s .....having its registered office at .....is registered under MSMED Act 2006 and categorized under .....unit vide their Registration Number.....(copy enclosed)

Further certified that the investment of company in Plant & Machinery as on 31<sup>st</sup> March ..... is Rs.....Lacs i.e. below Rs.25 Lacs / 5 Crores as permissible for Micro / Small unit respectively under MSMED ACT 2006. Hence the company is under category of Micro/Small(strike off whichever is not applicable) unit for the financial year .....

It is further certified that cumulative investment in Plant & Machinery during ..... ( 01/04/..... - till date ) is below the permissible limit of Rs.25 lacs / 5 Crores for Micro / Small unit respectively and Company is under the category of .....unit as on date i.e. 31/03/.....

The Directors of the company have been instructed to intimate their clients in case of change of investments in Plant & Machinery, if any, in future with proper supporting documents.

This Certificate is **VALID FOR ONE YEAR ONLY** from the date of issue subject to the above referred instruction with reference to **"Change of Investments"**

for .....  
Chartered Accountants

Name:  
Membership Number:  
Full address  
Place:  
Date: