

## **Annexure – A: Terms & Conditions**

1. Tender shall be submitted in Two parts. Part-1 shall consist duly filled in supplier registration with all relevant annexures as a set in duplicate and Technical and all commercial terms without Price (Unpriced Bid). Part – 2 shall consist only price bid. Both the bids shall be submitted in separate covers sealed and super scribing Enquiry No., Due date and Supplier Registration Form/ Technical Bid / Price Bid and the two covers of Part 1 and Part 2 shall be put in a single cover.
2. This enquiry shall be subject to jurisdiction of the Courts at Ranipet, Vellore District, and Tamilnadu.
3. Any revised offer (S) sent by vendors on their own, after the tender opening will be treated as “Unsolicited Offer”. Such offers will not be considered and necessary action as deemed fit will be taken by BHEL on those vendors. Hence, competitive offer to be given in the original offer itself.
4. Tender should be sent in duplicate in a sealed cover. Inner cover sealed with tenderer’s distinctive seal and superscribed with correct Tender no., Item of Supply, Due date of opening and Validity of the offer addressed by designation to Manager / Purchase, Administrative Building, Bharat Heavy Electricals Limited, Boiler Auxiliaries Plant, Indira Gandhi Industrial Complex, Ranipet, Vellore District – 632406, India.
5. Point wise confirmation required for technical specification.
6. Commercial Terms & Conditions Annexure is to be submitted along with Technical offer.
7. Unpriced Bid (Price bid without price) is to be submitted along with Technical Offer.
- 8. All new suppliers to BHEL Ranipet for this “material” submitting their offer are requested to fill up the ‘Supplier Registration form’ attached herin and submit it as Part 01 offer. The suppliers already enlisted with BHEL-Ranipet for the above “material” need not submit the Supplier Registration form. Offers qualifying in Part 01 bid of new suppliers**

**along with offers from existing suppliers (already enlisted by BHEL Ranipet for this material) shall only be considered for further evaluation.**

**9. Authorization Letter:** Such of those tenderers who wish to participate in the Tender Opening, should attach a copy of authorization letter which shall be duly signed and stamped, identifying the representative (with specimen signature) to be deputed for tender opening. However the representative of the tenderers who wish to participate in the tender opening to hand carry and submit the original authorization letter to the tender opening officials on the date of tender opening.

**10. Non Acceptance of BHEL commercial terms and Conditions will attract loading on the vendors offers to arrive ranking.**

**11. E – payment:** BHEL is making payments through e-mode. Suppliers, who have not availed themselves of this facility, can e-mail to Purchase Executives to obtain necessary formats.

**Note:**

- i. Our TIN No under **BHEL's TIN No. 33024364741, CST No. 1141686w.e.f 01.07.2014.**, BHEL ECC No. AAACB4146PXM008.

**CHECKLIST FOR SUBMISSION OF OFFER:**

**Part I- Annexures (To be submitted along with offer)**

- a. Filled in Supplier Registration Form (SRF)-For new suppliers to BHEL Ranipet.
- b. Proof for compliance to Pre-Qualification Criteria.
- c. Acceptance for General Terms and conditions (Annexure A)
- d. Filled in signed and stamped Commercial terms and conditions (Annexure B)
- e. Acceptance for Reverse Auction terms and conditions (Annexure C)
- f. Acceptance for Technical specifications (Sealed and signed copy of BHEL Technical specification to be submitted along with offer)

- g. Acceptance for BHEL Standard Quality plan. (Sealed and signed copy of BHEL Standard quality plan to be submitted along with offer).
- h. Acceptance for Enquiry destination.(Annexure D)
- i. CA certificate (in original) if applicable along with MSME certificate attested by Notary public.
- j. Un-priced bid (Bid without price).

**Part II**

- a. Price bid for each set with item wise break up price.

**PRE QUALIFICATION CRITERIA:**

Sl.no.	Criteria	Proof of satisfaction of criteria	Given YES/NO
01	Approval process of BHEL / RANIPET	Completely filled in Supplier Registration form (SRF).	
02	Should have supplied similar items / system for the same ESP applications – may be to different customers.	-List of customers and PO copy. -Quantity supplied for the past two years	
03	Documentary evidence from customer for their satisfactory performance for the minimum period of two years.(Latest)	-Performance feedback from the customers for the offered model of Interlocks.	
04	Type test as stipulated in our specification should be completed prior to start of manufacturing / supply completion	Give your acceptance	
05	Should confirm to BHEL Standard quality plan for Interlocks.	Give your acceptance	

**Annexure–B**  
**Essential Commercial Terms & Conditions**  
**(to be filled in full and to be submitted along with offer)**

SL. NO.	DESCRIPTION	BHEL'S REQUIREMENT	SUPPLIER'S COMMENTS
01.	PRICE	Firm till completion of order.[offer with Price Variation Clause is not acceptable]	
02.	DELIVERY TERMS	F.O.R. DESTINATION [ Destination: As per Annexure D]	
03.	PACKING&FORWARDING	To be included. [ if extra indicate in % ]	
04	FREIGHT & INSURANCE	To be included. [ if extra indicate in % ]	
05	EXCISE DUTY in %	To be indicated by vendor. [ CENVAT Copy to be provided along with supply] (ED is exempted for Set:5, Karanpura Project)	
06.	SALES TAX in %	To be indicated by vendor. [concessional form 'C' will be given]	
07.	OCTROI: If any, to supplier's account only [since enquiry Destination has been given, vendor has to ascertain the applicability of OCTROI].		
08.	PAYMENT	SSI: 100% within 45 days after receipt & acceptance of materials at our end.  Non SSI: 100% within 90 days after receipt & acceptance of materials at our end.  <b>[SPECIAL NOTE: ANY DEVIATION TO THIS CLAUSE SHALL BE LOADED WITH QUOTED BASIC WHILE EVALUATING THE OFFER].</b>	
09.	DELIVERY PERIOD	To be indicated by vendor	
10	L.D.CLAUSE: @0.5% per week, max of 10% for the delayed delivery.  <b>[SPECIAL NOTE: ANY DEVIATION TO THIS CLAUSE SHALL BE LOADED WITH QUOTED BASIC PRICE WHILE EVALUATING THE OFFER].</b>		
11	OFFER VALIDITY	Minimum 90 days from the date of tender opening.	

12.	INSPECTION BEFORE DESPATCH	Will be done at Vendor's Works before Dispatch by BHEL / BHEL's customer / BHEL's authorized Inspection agency	
13.	TEST CERTIFICATE	Required	
14.	<b>BHEL Standard Guarantee Clause:</b> Your confirmation to our standard Guarantee clause that the materials are to be guaranteed for satisfactory performance for a period of twelve months from the date of commissioning / putting into use (or) eighteen months from the dispatch whichever is earlier and if any defect is noticed during the above period, the same shall be rectified/replaced free of cost on Ranipet/ Destination basis within a reasonable time. To this effect a Guarantee certificate should be sent along with the dispatch documents in the event an order		
15	<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 the 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 the nearest available 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.		
16	Place of Manufacture & supply ( Along with State)		
17	<p><b>MSME / Non MSME Status:</b> Pls. mention whether your company falls under the category – MSME or non MSME. If MSME - Micro, small or medium enterprise, copy of certificate attested by certified chartered accountant shall be submitted along with the offer.</p> <p><b>[IMPORTANT NOTE: - MSE suppliers can avail intended benefits only if they submit along with the offer, attested copies of either EM II certificate having deemed validity (Five years from the date of issue of acknowledgement of EM II) or valid NSIC certificate or EM II certificate along with attested copy of a chartered accountant certificate (Format enclosed as Annexure-1 where deemed validity EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed documents will lead to consideration of their bid at par with other bidders. No benefits shall be applicable for this enquiry if any deficiencies in the above required documents are not submitted before price bid opening. Documents should be notarized or attested by a gazetted officer.]</b></p>		
18	RA terms & conditions as given in Annexure B		

The above format shall be completely filled and deviation if any shall be clearly spelt out. The columns which are not applicable shall be mentioned as "Not applicable". No column should be left without filled up and this may be liable for rejection of offer.

Date:

SIGNATURE WITH SEAL

**ANNEXURE – B****REQUIREMENT OF TECHNICAL DETAILS /CONFIRMATION  
(To be filled in full and to be submitted along with offer)**

<b>S.NO</b>	<b>DESCRIPTION</b>	<b>BHEL'S REQUIREMENT</b>	<b>SUPPLIER'S COMMENTS</b>
01	SPECIFICATION	Clause wise / Point wise confirmation to be given in TOTO for all specifications& to be submitted along with offer.  (i.e Xerox copy of specn duly filled with your acceptance / comments duly signed & sealed).	
02	Specification	TEP:GEN:INT:011:REV 00  TEP:NTPC:INT:017:REV 00	
03	Drawings	1-00-114-28945/REV00.  2-00-114-29866/REV 00  2-00-114-29600/REV 00  2-00-144-29813/REV 00  2-00-114-22407/REV 00	
04	Acceptance to BHEL Standard quality plan.	QP: E: 834, REV 01, Dt: 26.08.2014.	
05	SPECIFICATION DEVIATION DISPOSITION REPORT (SDDR)	Attached SDDR to be filled & submit along with offer.[ In case of NO deviation is taken, NIL report to be submitted ]	

Date :

VENDOR's SIGNATURE WITH SEAL

**(To be submitted along with the offer )**

SPECIFICATION DEVIATION DISPOSITION REPORT			
Specn		Item	
Enq.No & Date			
Vendor Name			
SPECN			
Page	Clause	Details Of Deviation With Reason	Disposition By BHEL
Signature Of Vendor			Reviewed By
	" AGREED DEVIATION "  if any to be incorporated in the PO in the event of order.		APPROVED BY

**The above Commercial Terms and Conditions are confirmed by us for this tender. In case there is a variance between the conditions confirmed above and the main offer, we certify that the Commercial Terms and Conditions given above is applicable. Such Commercial Terms and Conditions in the main offer may be considered null and void by the Purchaser and this is accepted by us.**

Date:

VENDOR's SIGNATURE WITH SEAL

**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:

## **Annexure-C GENERAL TERMS AND CONDITIONS OF REVERSE AUCTION**

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 (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.

2a. 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.

2b. 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 as Common Guidelines for Conducting Reverse Auction tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.”

2c. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit „online sealed bid“ in the Reverse Auction. Non-submission of “online sealed bid” by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.

3. 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.

4. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.

5. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.

6. Bidders have to fax the Compliance form before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.

7. In line with the NIT terms, 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 bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.

8. Reverse auction will be conducted on scheduled date & time.

9. Bidding for RA will start as per RA schedule specified in business rules. After receipt of „online sealed bids“ by the participating bidders, start price & bid decrement will be decided by BHEL and the same shall be communicated to the service provider, before the online Reverse Auction. Only those bidders who have submitted the „on-line sealed bid“ within the scheduled time shall be eligible to participate further in RA process. However, the H1 bidder (whose quote is highest in online sealed bid) will not be allowed to participate in further RA process provided minimum four bidders have submitted online sealed bids.

a) Wherever more than one bidder is H1, all H1 bidders will not be allowed to participate in further RA, provided minimum 3 bidders are left after removal of all such H1 bidders.

10. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.

11. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, as provided on case-to-case basis to Service provider within two working days of Auction without fail.

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 communicating 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. If reverse auction is declared as null by BHEL, then the techno – commercially price bids and impact bids if any , available before reverse auction , will be opened by BHEL on the date declared by BHEL, with due intimation.

**Annexure D to Enquiry**

<b>Set No.</b>	<b>Indent No</b>	<b>Cust No</b>	<b>Enq Sl.no</b>	<b>Project Name</b>	<b>Destination STATE</b>	<b>Drawing nos.</b>	<b>Spec.</b>	<b>O&amp;M Manual Reqmnt.</b>
01	R7740850	R550, R551	01 to 07	Neyveli -500MW 1&2	Tamilnadu	2-00-114-29866/REV 00.	TEP:GEN:INT:011:REV 00	15 copies
02	R7802126	R154	08 to 13	IPCL-Haldia	West Bengal	2-00-114-22407/REV 00.	TEP:GEN:INT:011:REV 00	15 copies
03	R7842539	R4G4, R4G5	14 to 21	NTPC-Unchahar	Uttar Pradesh	2-00-114-29813/REV 00.	TEP: NTPC: INT: 017: REV 00.	15 copies
04	R7932913	R652, R653	22 to 29	IB Valley	Orissa	2-00-114-29600/REV 00.	TEP:GEN:INT:011:REV 00	15 copies
05	R7943282	R664, R665, R666	30 to 38	NTPC-Karanpura	Jarkhand	1-00-114-28945/REV 00.	TEP: NTPC: INT: 017: REV 00.	15 copies

**\* Enq.Sl.nos. 01 to 07, 08 to 13, 14 to 21, 22 to 29 and 30 to 38 are sets. Evaluation will be done on set basis only. Excise duty is exempted for Set no: 05 as the project falls under ICB and Mega projects.**

SNO	MATERIAL CODE / DESCRIPTION	UNIT	QTY	LOT	QTY	DELY DT
1	R77408500001 ROTARY SWITCH WITH KEY 2POLES,415V,5A,AC	NO	96.000	01 02	48.000 48.000	24/10/2015 24/01/2016
2	R77408500002 INTERLOCK WITHOUT KEY	NO	896.000	01 02	448.000 448.000	24/10/2015 24/01/2016
3	R77408500003 INTERLOCK WITH KEY	NO	96.000	01 02	48.000 48.000	24/10/2015 24/01/2016
4	R77408500004 MASTER KEY	NO	16.000	01 02	8.000 8.000	24/10/2015 24/01/2016
5	R77408500005 ENCLOSURE BOX (CONSISTING OF KEY EXCHANG E BOXES SL.NO. 02,03, 04, & 05)	NO	8.000	01 02	4.000 4.000	24/10/2015 24/01/2016
6	R77408500006 ENCLOSURE BOX (CONSISTING OF KEY EXCHANG E BOXES SL.NO: 06 & 07)	NO	8.000	01 02	4.000 4.000	24/10/2015 24/01/2016
7	R77408500007 ENCLOSURE BOX (CONSISTING OF KEY EXCHANG E BOXES SL.NO:08 & 09)	NO	8.000	01 02	4.000 4.000	24/10/2015 24/01/2016
8	R78021260001 ROTARY SWITCH WITH KEY 2POLES,415V,5A, A C	ST	14.000	01	14.000	24/03/2015
9	R78021260002 INTERLOCK WITHOUT KEY	ST	130.000	01	130.000	24/03/2015
10	R78021260003 INTERLOCK WITH KEY	ST	14.000	01	14.000	24/03/2015
11	R78021260004 MASTER KEY	ST	4.000	01	4.000	24/03/2015
12	R78021260005 ENCLOSURE BOX(CONSISTING OF KEY EXCHANGE BOXES SL.NO.02,03,04 & 07.	ST	2.000	01	2.000	24/03/2015
13	R78021260006 ENCLOSURE BOX CONSISTING OF KEY EXCHANGE BOXES SL.NO. 05 & 06	ST	2.000	01	2.000	24/03/2015
14	R78425390001 ROTARY SWITCH WITH KEY 2POLE415V,5A,AC FOR ELECTRONIC CONTROL PANEL DOOR	NO	56.000	01 02	28.000 28.000	24/01/2015 24/02/2015
15	R78425390002 INTERLOCK WITHOUT KEY	NO	496.000	01 02	248.000 248.000	24/01/2015 24/02/2015
16	R78425390003 INTERLOCK WITH KEY	NO	64.000	01 02	32.000 32.000	24/01/2015 24/02/2015
17	R78425390004 MASTER KEY	NO	8.000	01 02	4.000 4.000	24/01/2015 24/02/2015

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SNO	MATERIAL CODE / DESCRIPTION	UNIT	QTY	LOT	QTY	DELY DT
18	R78425390005 ENCLOSURE BOX WITH KEY EXCHANGE BOXES (SL.NO.03,04&05 )	NO	4.000	01	2.000	24/01/2015
				02	2.000	24/02/2015
19	R78425390006 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL NO. 07,08 & 09.	NO	8.000	01	4.000	24/01/2015
				02	4.000	24/02/2015
20	R78425390007 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL NO. 06& 10	NO	4.000	01	2.000	24/01/2015
				02	2.000	24/02/2015
21	R78425390008 ROTARY SWITCH WITH KEY 2POLE415V,5A AC FOR BACK OF DOOR MOUNTING.	NO	8.000	01	4.000	24/01/2015
				02	4.000	24/02/2015
22	R79329130001 ROTARY SWITCH WITH KEY 2POLE415V,5A,AC FOR ELECTRONIC CONTROL PANEL DOOR	NO	160.000	01	80.000	24/08/2015
				02	80.000	24/10/2015
23	R79329130002 INTERLOCK WITHOUT KEY	NO	1472.000	01	736.000	24/08/2015
				02	736.000	24/10/2015
24	R79329130003 INTERLOCK WITH KEY	NO	160.000	01	80.000	24/08/2015
				02	80.000	24/10/2015
25	R79329130004 MASTER KEY	NO	32.000	01	16.000	24/08/2015
				02	16.000	24/10/2015
26	R79329130005 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL.NO. 02 TO 04.	NO	8.000	01	4.000	24/08/2015
				02	4.000	24/10/2015
27	R79329130006 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL.NO.06 & 07.	NO	16.000	01	8.000	24/08/2015
				02	8.000	24/10/2015
28	R79329130007 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL.NO.05 & 08.	NO	8.000	01	4.000	24/08/2015
				02	4.000	24/10/2015
29	R79329130008 ENCLOSURE BOX WITH KEY EXCHANGE BOXES SL. NO. 09.	NO	8.000	01	4.000	24/08/2015
				02	4.000	24/10/2015
30	R79432820001 ROTARY SWITCH WITH KEY 2POLE415V,5A,AC FOR ELECTRONIC CONTROL PANEL DOOR.	NO	360.000	01	120.000	24/07/2016
				02	120.000	24/01/2017
				03	120.000	24/07/2017
31	R79432820002 INTERLOCK WITHOUT KEY	NO	3348.000	01	1116.000	24/07/2016
				02	1116.000	24/01/2017
				03	1116.000	24/07/2017
32	R79432820003 INTERLOCK WITH KEY	NO	360.000	01	120.000	24/07/2016
				02	120.000	24/01/2017
				03	120.000	24/07/2017
33	R79432820004 MASTER KEY	NO	36.000	01	12.000	24/07/2016
				02	12.000	24/01/2017
				03	12.000	24/07/2017

MANAGER / PURCHASE

SNO	MATERIAL CODE / DESCRIPTION	UNIT	QTY	LOT	QTY	DELY DT
34	R79432820005 ROTARY SWITCH WITH KEY 2 POLE,415V AC,5 A FOR ESPSG CST MODULE DOOR.	NO	36.000	01	12.000	24/07/2016
				02	12.000	24/01/2017
				03	12.000	24/07/2017
35	R79432820006 ENCLOSURE BOX WITH KEY EXCHANGE BOX (SI.NO 03,04 & 05)	NO	18.000	01	6.000	24/07/2016
				02	6.000	24/01/2017
				03	6.000	24/07/2017
36	R79432820007 ENCLOSURE BOX WITH KEY EXCHANGE BOX (SI.NO 07 & 08).	NO	36.000	01	12.000	24/07/2016
				02	12.000	24/01/2017
				03	12.000	24/07/2017
37	R79432820008 ENCLOSURE BOX WITH KEY EXCHANGE BOX (SI.NO 06 & 09)	NO	18.000	01	6.000	24/07/2016
				02	6.000	24/01/2017
				03	6.000	24/07/2017
38	R79432820009 ENCLOSURE BOX WITH KEY EXCHANGE BOX (SI.NO 10)	NO	18.000	01	6.000	24/07/2016
				02	6.000	24/01/2017
				03	6.000	24/07/2017