

OF THE ADDITIONAL GENERAL MANAGER (PPX-BOI)
BHARAT HEAVY ELECTRICALS LIMITED , Heavy Electrical Equipment Plant
Ranipur, Haridwar – 249 403 (UA), India



Tender Enquiry No. B/4133/2014/5755/V1 for the requirement of 3 phase UPS

The technical specifications/Drawings uploaded along with this Open Tender are as mentioned below. In case of non-receipt or non-clarity of any of these documents, you may contact undersigned. No Financial Implication on account of non-availability of documents would be entertained after opening of Techno-Commercial Offers.

LIST OF ENCLOSURES

<u>Commercial Documents</u>		
	<u>Document No.</u>	<u>Number of pages</u>
1.	ENQ. NUMBER B/4133/2014/5755/V1	03
2.	INSTRUCTION TO BIDDERS	04
3.	PRE-QUALIFICATION REQUIREMENT/ Annexure -A	01
4.	TECHNICAL REQUIREMENTS / Annexure B	01
5.	SUPPLIER REGISTRATION FORM (for foreign supplier)	04
6.	SUPPLIER REGISTRATION FORM (for Indian supplier)	12
7.	LIST OF BHEL CONSORTIUM BANK	01
9.	TERM AND CONDITIONS OF TENDER ENQUIRY (foreign supplier)	04
10.	TERM AND CONDITIONS OF TENDER ENQUIRY (Indian supplier)	04
11.	TOTAL PAGES	34

<u>Technical Documents</u>		
	<u>Document No.</u>	<u>Number of pages</u>
1.	TG60728 Rev 01	26
2	Quality Plan	05
	TOTAL PAGES	31

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TERM AND CONDITIONS FOR TWO PART TENDER ENQUIRY
(For Indian supplier)

You are requested to kindly confirm the following commercial terms and condition. Duly signed and stamped copy of this is to be submitted by you along with your offer.

These terms and conditions supersede the same or similar terms and conditions if they are appearing elsewhere in the Enquiry.

Sl. No	Terms	Description	Your confirmation
1.	Document Checklist	Kindly confirm that the following documents have been submitted along with your offer: <ol style="list-style-type: none">1. Requisite EMD & Tender Fee.2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-B).3. Pre-Qualification Requirement (as defined in Annexure-A)4. Experience Details5. Any other document as specified in "Instructions to Bidders".6. Supplier Registration Form (for vendor's not registered at BHEL, Hardwar for this item)	
2.	Material supply	Vendor to supply the material as per BHEL spec TG60728 schedule of prices for UPS & batteries (Annexure- 6) & Mandatory spares for UPS & Batteries (Annexure 8), Please confirm the same.	
3.	Commissioning at site	Vendor to quote price of supervision of Erection & commissioning as per various schedules given in the specification of TG 60728.	
4.	Evaluation criteria	Comparison will be done on total landed cost to BHEL for material supply and commissioning taken together <u>Project wise separately.</u>	
5.	Quantity Distribution	The entire quantity will be distributed in between L1 and L2 bidder in 12:4 distribution ratio. L-1 rates as finalized shall be counter offered to L-2 bidder. In case L-2 bidder accepts counter offer price then balance quantity (4 no) will be distributed to L2 bidder. In case L-2 bidder does not accept L-1 prices than the counter offer may be extended to other bidder (i.e. L-3, L-4 & so on). In case none of the vendor accept L-1 prices than entire quantity (16 no) will be allotted to L-1 bidder	
6.	Bank Charges	Kindly Confirm that Bank Charges shall be either side.	
7.	Insurance	The Transit Insurance will be arranged by BHEL. Pl. send your offer keeping this in view.	
8.	Validity	Confirm that your offer shall be valid for 180 days from the date of tender opening. BHEL will reserve the right to reject any or all quotations, quoting validity less than 180 days.	

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9.	Basis of quotation	<p>Kindly confirm that the prices have been quoted on freight pre-paid upto destination basis. The goods can be dispatched through any Bank approved transporters having their branch at Hardwar. The names and addresses of transporters approved by IBA as well as BHEL are posted at our website www.bhelhwr.co.in .</p> <p>Pls. note that, if you dispatch the material by any BHEL un-approved transporter then you will be required to furnish the MRC (Material Receipt Certificate) from Project Site for processing of your invoice.</p>	
10.	Engineering Document approval	<p>Drawings/Data sheets/documents as called for in the specifications shall be submitted for approval to BHEL for BHEL/customer approval within 30 days of purchase order. BHEL will arrange the approval of the drawings/data sheets/documents within 30 days of their receipt provided those are complete in all respect.</p>	
11.	Quality Requirements	<p>Inspection will be done by BHEL nominated agency as per customer approved quality plan.</p> <p>Vendor to confirm the compliance of endorsed Quality plan no <u>QA/BE/QP/331 rev04</u> along with their offer. Vendor's QP will be forwarded to customer for their approval after PO placement.</p>	
12.	MDCC (Material dispatch clearance certificate) clause	<p>Please note that, material shall be dispatched only after issue of Material dispatch clearance certificate (MDCC) by BHEL. For issue of MDCC, you are required to submit all manufacturing test certificates (TC). BHEL will issue MDCC within 7 days of receipt TCs, if complete & clear w.r.t. approved technical documents.</p> <p>The material should be dispatched within 07 days of issue of Material Dispatch Clearance Certificate (MDCC) by BHEL and other necessary documents (PAC, Road permit etc.).</p>	
13.	Payment Terms.	<p>Kindly confirm the following payment terms</p> <p><u>For Material portion :</u> "100% against dispatch documents through Bank along with PBG for 10% of the order value valid till entire Guarantee/ Warranty period (i.e. 18 months from the date of supply & 12 months from the date of commissioning whichever is earlier). PBG shall be submitted before the negotiation of documents. The PBG acceptance/receipt certificate will form part of negotiable documents. The PBG shall be in BHEL format and from one of the BHEL consortium banks.</p> <p><u>For commissioning at project site:-</u> 100% against CAD after successful commissioning of the supplied equipment at project site. "Certificate of successful commissioning " duly certified by project site shall be submitted for claiming the payment</p>	
		<p>*Please note that in case of any deviation in the payment terms, BHEL shall evaluate your offer after loading on account of deviation in payment terms as per BHEL practice / policy. Requirement of PBG for Guarantee/ Warranty period is mandatory and non-acceptance of the PBG may lead to rejection of your offer.</p>	

Tender Enquiry No. B/4133/2014/5755/V1 for the requirement of 3 phase UPS (Annexure -C)

		Please confirm that service tax is inclusive in the cost of demonstration at site quoted by you in your offer.	
14.	Reverse Auction	BHEL reserves the right to go for RA (Reverse auction) instead of opening of your submitted sealed bids. Please give your acceptance for reverse auction. BHEL will have the option to reject the offer / offers of the bidders who do not confirm their acceptance for Reverse auction.	
15.	Penalty	Kindly confirm that penalty for late delivery w.r.t to contractual delivery shall be applicable at the rate of 0.5% of the total order value per week of delay or part thereof subject to a maximum of 10% of the total order value. Date of AWB/ BL shall be treated as delivery date for all purposes Loading for deviation in penalty for LD clause: Please note that, in case of deviation in penalty clause, BHEL will evaluate your offer after loading on account of deviation in penalty. Loading will be done to the extent by which penalty clause is not agreed.	
16.	Guarantee/ Warranty	Kindly confirm that Guarantee/ Warranty shall be offered for a period of 18 months from the date of shipment/ Supply or 12 months from the date of commissioning of the equipment, whichever is earlier. In case of any failure or trouble reported from site, the supplier shall depute their representative immediately to attend the problem and replace the defective component/ parts if required. Loading for deviation in Guarantee/ Warranty period: In case of deviation in this clause your offer would be loaded by 4% per annum (on prorata basis). Guarantee/ Warranty offered below 12 months from the date of supply are liable for rejected.	
17.	Arbitration :	Arbitration Clause: In all cases of dispute the matter shall be referred for Arbitration to any arbitrator to be appointed by the Executive Director or any officer who is the administrative head of Bharat Heavy Electricals Limited at Hardwar. The award of the Arbitrator shall be final and binding on both parties. The Arbitrator shall have the power to extend, from time to time, the time for making his award with the consent of the parties.	
18.	Risk Purchase:	Risk Purchase: In case of delays in supplies/defective supplies or non-fulfillment of any 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 risk and cost of the supplier. Please give your acceptance. Please note that deviation in Risk purchase clause shall not acceptable.	
19.	Right of Acceptance	Right of Acceptance – BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. BHEL also reserves the right to Increase or decrease the tendered quantities. Vendors should be prepared to accept order for reduced Quantity without any extra charges. Vendor should also be prepared for giving discount in case of Increase in Quantity.	
20.	Deviation (if any)	Kindly Confirm that there is no deviation with respect to BHEL Specifications. However, deviations, if any, are to be listed as a separate attachment. The additional price, if any, for withdrawal of these deviations must be provided. The offers that do	

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		not meet the substantial requirements of our enquiry are liable to be ignored. The bidders shall be deemed to comply with all the requirements of bidding documents except for listed deviations without any extra cost irrespective of any mention to the contrary anywhere else in the bid.	
21.	Origin of quotation	Origin of Quotation: The quotation should be from the principal/original supplier even if it is submitted through their authorized agents, failing which the quotations are liable to be ignored.	
22.	Excise Duty	At present Excise Duty applicable is as mentioned below: Gadarwara: ED Exempted North Karanpura:- ED Exempted Wanakbori:- ED on Merit Kothagudem:- ED On Merit Ennore:- ED on Merit Banharpalli :- ED On Merit Yadadri:- ED On Merit Pls. note that the comparison would be done as per the applicable Excise Duty structure on the date of opening of Price Bid. NOTE:- Please note If BHEL will provide the ED exemption document than under no circumstances ED will be provided to BHEL.	
23.	CST/ VAT	Please inform the location of your works and applicable VAT/ Charges within the state. Gadarwara: Madhya Pradesh North Karanpura:- Jharkhand Wanakbori:- Gujarat Kothagudem:- Telangana Ennore:- Tamil Nadu Banharpalli :- Odisha Yadadri:- Telangana	
24.	General Terms	Ink signed order acceptance shall be furnished within 15 days of order placement. In case order acceptance do not received within 15 days of order placement, PO deemed to be accepted by you.	
		Please note no revision in the prices or submission of supplementary price bid will be allowed during the validity of the offer. However if there is any change by BHEL w.r.t. original specifications/ requirement/ scope/terms and conditions, the bidders may be asked by BHEL to submit only the price impact bid for such changes only.	
		03 copies of operation and maintenance manual shall be provided in hard copy and 03 copies in soft copy along with the supplied equipment. Please confirm	
		Confirm that prices are firm and fixed till execution of contract.	
25.	E-1 Transaction	This is an E-1 transaction. BHEL will issue C-form to vendor after dispatch of material. Vendor to submit E-1 form within 15 days after receipt of E-1 form.	

(Signature and seal of supplier)

TERM AND CONDITIONS OF TENDER ENQUIRY
(For foreign supplier)

You are requested to kindly confirm the following commercial terms and condition. Duly signed and stamped copy of this is to be submitted by you along with your offer.

These terms and conditions supersede the same or similar terms and conditions if they are appearing elsewhere in the Enquiry.

Sl. No	Terms	Description	Your confirmation
1.	Document Checklist	Kindly confirm that the following documents have been submitted along with your offer: 1. Requisite EMD & Tender Fee. 2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-B). 3. Pre-Qualification Requirement (as defined in Annexure-A) 4. Experience Details 5. Any other document as specified in "Instructions to Bidders". 6. Supplier Registration Form (for vendor's not registered at BHEL, Hardwar for this item)	
2.	Material supply	Vendor to supply the material as per BHEL spec TG60728 schedule of prices for UPS & batteries (Annexure- 6) & Mandatory spares for UPS & Batteries (Annexure 8), Please confirm the same.	
3.	Commissioning at site	Vendor to quote price of supervision of Erection & commissioning as per various schedules given in the specification of TG 60728 Rev 01.	
4.	Evaluation criteria	Comparison will be done on total landed cost to BHEL for material supply and commissioning at site taken together <u>Project wise separately.</u>	
5.	Quantity Distribution	The entire quantity will be distributed in between L1 and L2 bidder in 12:4 distribution ratio. L-1 rates as finalized shall be counter offered to L-2 bidder. In case L-2 bidder accepts counter offer price then balance quantity (4 no) will be distributed to L2 bidder. In case L-2 bidder does not accept L-1 prices than the counter offer may be extended to other bidder (i.e. L-3, L-4 & so on). In case none of the vendor accept L-1 prices than entire quantity (16 no) will be allotted to L-1 bidder	
6.	Bank Charges	Kindly Confirm that Bank Charges shall be either side.	
7.	Insurance	The Transit Insurance will be arranged by BHEL. Pl. send your offer keeping this in view.	
8.	Validity	Confirm that your offer shall be valid for 180 days from the date of tender opening. BHEL will reserve the right to reject any or all quotations, quoting validity less than 180 days.	
9.	Basis of quotation	Please quote on FOB as well as CFR Mumbai Basis. Freight charges shall be quoted separately in the offer. Please confirm. Please note that, BHEL Reserves the right to place the order either on FOB or CFR basis. In case order is placed on CFR basis Transportation from port of origin to Mumbai Port shall be to your account. Please Inform Name of your FOB port.	
10.	Engineering Document	In case of order, Drawings/Data sheets/documents as called for in the specifications shall be submitted for approval to BHEL for BHEL/customer	

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	approval	approval within 30 days of purchase order. Any delay in delivery on account of late submission of drawings shall be to vendors account. BHEL will arrange the approval of the drawings/data sheets/ documents within 30 days of their receipt provided those are complete in all respect.	
11.	Quality Requirements	<p>Inspection will be done by BHEL nominated agency as per customer approved quality plan.</p> <p>Vendor to confirm the compliance of endorsed Quality plan no <u>QA/BE/QP/331 rev04</u> along with their offer. Vendor's QP will be forwarded to customer for their approval after PO placement.</p>	
12.	MDCC (Material dispatch clearance certificate) clause	<p>Please note that, material shall be dispatched only after issue of Material dispatch clearance certificate (MDCC) by BHEL. For issue of MDCC, you are required to submit all manufacturing test certificates (TC). BHEL will issue MDCC within 7 days of receipt TCs, if complete & clear w.r.t. approved technical documents.</p> <p>The material should be dispatched within 07 days of issue of Material Dispatch Clearance Certificate (MDCC) by BHEL.</p>	
13.	Payment Terms.	<p>Kindly confirm the following payment terms</p> <p><u>For Material portion</u> : "100% against dispatch documents through Bank along with PBG for 10% of the order value valid till entire Guarantee/ Warranty period (i.e. 18 months from the date of supply & 12 months from the date of commissioning whichever is earlier). PBG shall be submitted before the negotiation of documents. The PBG acceptance/receipt certificate will form part of negotiable documents. The PBG shall be in BHEL format and from one of the BHEL consortium banks.</p> <p><u>For commissioning at project site:-</u> 100% against CAD after successful commissioning of the supplied equipment at project site. "Certificate of successful commissioning" duly certified by project site shall be submitted for claiming the payment.</p>	
		*Please note that in case of any deviation in the payment terms, BHEL shall evaluate your offer after loading on account of deviation in payment terms as per BHEL practice / policy. Requirement of PBG for Guarantee/ Warranty period is mandatory and non-acceptance of the PBG may lead to rejection of your offer.	
		Please note that TDS would be payable extra as applicable. TDS as applicable on the date of price bid opening shall be taken for comparison purpose.	
		Please inform your PAN No (in India) if available.	
		Please confirm that service tax is inclusive in the cost of demonstration at site quoted by you in your offer.	
14.	Reverse Auction	<p>BHEL reserves the right to go for RA (Reverse auction) instead of opening of your submitted sealed bids.</p> <p>Please give your acceptance for reverse auction. BHEL will have the option to reject the offer / offers of the bidders who do not confirm their acceptance for Reverse auction.</p>	

Tender Enquiry No. B/4133/2014/5755/V1 for the requirement of # phase UPS (Annexure -C)

15.	Penalty for Late Delivery	<p>Kindly confirm that penalty for late delivery w.r.t to contractual delivery shall be applicable at the rate of 0.5% of the total order value per week of delay or part thereof subject to a maximum of 10% of the total order value.</p> <p>Date of AWB/ BL shall be treated as delivery date for all purposes</p>	
		<p>Loading for deviation in penalty for LD clause: Please note that, in case of deviation in penalty clause, BHEL will evaluate your offer after loading on account of deviation in penalty. Loading will be done to the extent by which penalty clause is not agreed.</p>	
16.	Guarantee/ Warranty	<p>Kindly confirm that Guarantee/ Warranty shall be offered for a period of 18 months from the date of shipment/ Supply or 12 months from the date of Commissioning of the equipment, whichever is earlier.</p> <p>In case of any failure or trouble reported from site, the supplier shall depute their representative immediately to attend the problem and replace the defective component/ parts if required.</p>	
		<p>Loading for deviation in Guarantee/ Warranty period: In case of deviation in this clause your offer would be loaded by 4% per annum (on prorata basis). Guarantee/ Warranty offered below 12 months from the date of supply are liable for rejected.</p>	
17.	Arbitration :	<p>In the event of any dispute or difference arising between the parties regarding order execution of same or their respective rights and liabilities thereunder , the same shall except otherwise expressly provided therein, be referred to the arbitration of two arbitrators, one to be appointed by each party; or in the case of the said arbitrators not agreeing then an umpire to be appointed by the two arbitrators in writing before entering on that reference and provisions of the arbitration and conciliation Act 1996 or any statutory notification, or re-enactment therefore and rules framed thereunder from time to time shall apply to such arbitrations. If two arbitrators do not agree on the appointment of umpire , it (the nomination of the umpire shall be done by the International Chamber of Commerce . Paris (France) . the decision of arbitrators, or in case of their not agreeing , that of the said umpire shall be binding both on seller and purchaser. The venue of the arbitration shall invariably be New Delhi (India).</p> <p>Please note that deviation in arbitration clause shall not acceptable.</p>	
18.	Risk Purchase:	<p>In case of delays in supplies/defective supplies or non-fulfillment of any other terms and conditions given in purchase order BHEL 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. Please give your acceptance.</p> <p>Please note that deviation in Risk purchase clause shall not acceptable.</p>	
19.	Right of Acceptance	<p>Right of Acceptance – BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. BHEL also reserves the right to increase or decrease the tendered quantities. Supplier should be prepared to accept order for reduced Quantity without any extra charges. Vendor should also be prepared for giving discount in case of Increase in Quantity.</p>	

Tender Enquiry No. B/4133/2014/5755/V1 for the requirement of # phase UPS (Annexure -C)

20.	Deviation (if any)	Kindly Confirm that there is no deviation with respect to BHEL Specifications. However, deviations, if any, are to be listed as a separate attachment. The additional price, if any, for withdrawal of these deviations must be provided. The offers that do not meet the substantial requirements of our enquiry are liable to be ignored. The bidders shall be deemed to comply with all the requirements of bidding documents except for listed deviations without any extra cost irrespective of any mention to the contrary anywhere else in the bid.	
21.	Origin of quotation	Origin of Quotation: The quotation should be from the principal/original supplier even if it is submitted through their authorized agents, failing which the quotations are liable to be ignored.	
22.	Custom Duty	At present Custom Duty structure is as mentioned below: Gadarwara: Custom duty free North Karanpura: - Custom duty free. Wanakbori:- Project Import Kothagudem:- Project Import Ennore:- Project Import Banharpalli :- Project Import Yadadri:- Project Import Pls. note that the comparison would be done as per the applicable CD structure as on the date of opening of Price Bid.	
23.	General Terms	<p>Ink signed order acceptance shall be furnished within 15 days of order placement. In case order acceptance do not received within 15 days of order placement, PO deemed to be accepted by you.</p> <p>Please note no revision in the prices or submission of supplementary price bid will be allowed during the validity of the offer. However if there is any change by BHEL w.r.t. original specifications/ requirement/ scope/terms and conditions, the bidders may be asked by BHEL to submit only the price impact bid for such changes only.</p> <p>Please note that the exchange rate for evaluation would be taken as TT Selling rate of SBI as on scheduled date of tender opening (Part-1 bid, i.e. techno-commercial offer).</p> <p>03 copies of operation and maintenance manual shall be provided in hard copy and 03 copies in soft copy along with the supplied equipment. Please confirm</p> <p>Confirm that prices are firm and fixed till execution of contract.</p>	

(Signature of supplier with seal)



Ref: BOI/OT/15-16/03

Date: 05/08/2015

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.

Sl. No.	Tender No.	Item Description	Total Requirement	Last date to get from BHEL	Opening date
1.	B/4133/2014/5755V/1	Three Phase UPS	16 No.	04.09.2015	05.09.2015

NOTE:- *The entire quantity will be distributed in between L1 and L2 bidder in 12:4 distribution ratio. L-1 rates as finalized shall be counter offered to L-2 bidder. In case L-2 bidder accepts counter offer price then balance quantity (4 no) will be distributed to L2 bidder. In case L-2 bidder does not accept L-1 prices than the counter offer may be extended to other bidder (i.e. L-3, L-4 & so on). In case none of the vendor accept L-1 prices than entire quantity (16 no) will be allotted to L-1 bidder.*

For example the entire quantity of Three phase UPS (16 No) will be distributed, 12 No to L-1 vendor & 4 No to L2 bidder. In case L-2 bidder does not accept L-1 prices than the counter offer may be extended to L-3 bidder. In case L-3 does not accept L-1 prices than the counter offer may be extended to L-4 and so

2. Tenders will be received up to 1345 Hrs. (IST) on opening date and opened on the same day at 1400 Hrs. (IST) in the Tender Room.
3. Interested suppliers must submit their offer along with the following Tender Fee & Earnest Money Deposit (EMD). The EMD and Tender Fee should be submitted in the form of demand draft / Pay Order/ cash (as permissible under income tax act). **In case of foreign bidders, E-payment is also acceptable. The RTGS details may be obtained from BHEL.**

Tender Fee: Rs. 2000/- (Rs. Two Thousand or equivalent foreign currency)

EMD: Rs.2, 00,000/- (Rs. Two Lakh Rupees or equivalent foreign currency)

NOTE:- EMD is Nil for BHEL approved PMD vendors against this item ID.

Drafts shall be drawn in favor of "BHEL Hardwar".

4. BHEL will not be responsible for any type of postal delay / incomplete information from vendor.
5. Other term and conditions will be as per tender documents.
6. The offer of the vendors who are banned/ De-Listed/ Under Hold by BHEL, shall not be considered till the period of their Ban/ De-list/ Hold.

For any further details please log on to www.bhel.com or www.tenders.gov.in or www.bhelhwr.co.in

Ravi Verma
Engineer (PPX-BOI)



BHEL Enquiry No. : B/4133/2014/5755V/1

Date of issue : 08.08.2015
Due Date/ opening date: 05/09/2015

M/s.....

Sub: Tender Enquiry No. B/4133/2014/5755V/1

Dear Sir,

BHEL is 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.	Item Description	Material Code	Total Requirement/ Project	Delivery Required	EMD (Earnest Money Deposit)
1.	Three Phase UPS. Standard TG60728 Rev 01	Material Code : W97415000099	Gadarwara:- 02 No.	20.10.2015 & 20.02.2016	Rs.2, 00,000/- (Rs. Two Lakh Rupees or equivalent foreign currency)
			Ennore :- 02 No	26.06.2016 to 26.08.2016	
			Banharpalli: - 02 No.	13.07.2016 & 13.11.2016	
			North Karanpura:- 03 No	28.02.2017 to 28.04.2018	
			Wanakbori:- 01 No	31.01.2017	
			Kothagudem:- 01 No	01.11.2016	
			Yadadri- 05 No	01.04.2017 to 01.06.2018	

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. Suppliers are welcome to have pre-bid meeting with BHEL engineers for better understanding our requirements

Part-1 bid shall be opened of those vendors **ONLY AFTER ENSURING AVAILIBLITY OF EMD AND TENDER FEE (PLEASE SUBMIT SEPARATE DRAFTS FOR EMD AND TENDER FEE {drawn in favor of BHEL Hardwar} IN ANOTHER ENVELOPE SUPERSCRIBED WITH BOLD LETTERS "EMD & TENDER FEE")** 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 Central/State – PSUs/ Government Departments & Micro and Small Enterprises (Registered under SSI, NSIC, Khadi Board, and DIC etc.) are exempted from submission of EMD.



BHARAT HEAVY ELECTRICALS LIMITED

HEEP: HARDWAR-249 403 (UA)

Fax: 01334-226084/226462, Phone: 285849/284421

E-mail: sram@bhelhwr.co.in/vermar@bhelhwr.co.in

MSE Suppliers can avail the intended benefits only if they submit along with offer, attested copies of either EM II certificate having deemed validity (Two years from the date of issue of acknowledgement in EM-II) of valid NSIC certificate of EM II certificate along with CA certificate (Format enclosed as per Annexure- I) applicable for the year, certificate quantum of investment in plant and machinery within the permissible limit as per the act for relevant status (Micro or small) where the deemed validity of EM II is over. Date to be reckoned for determining the deemed validity will be the last date of technical bid submission. Non submission of such documents will lead to consideration of their bids at par with other bidders and MSE status of such suppliers shall be shifted to Non MSE supplier till the supplier submits these documents.

Based on above clause, the credentials of all MSE Suppliers will be reviewed for giving the intended benefits for MSE suppliers at the time of tender evaluation.

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

For & ON BEHALF OF BHEL, HARDWAR

Engineer (PPX/BOI)



BHARAT HEAVY ELECTRICALS LIMITED
HEEP: HARDWAR-249 403 (UA)
Fax: 01334-226084/226462, Phone: 285849/284421
E-mail: sram@bhelhwr.co.in/vermar@bhelhwr.co.in

INSTRUCTION TO BIDDERS

Clause 1.0 :

The tenders shall be submitted in three parts:-

Part I: - Consisting of EMD & tender fee (If applicable) Supplier Registration Form & supporting document for meeting the Pre-Qualification Requirement.

Part II: - Consisting of Techno -Commercial Bid,

Part III: - Price bid only as described below on or before the due date.

- **The Quotation should be from the Principal / Original Manufacturer, even if it is submitted through their authorized agents, failing which the quotation is likely to be ignored.**
- Any corrections / amendments shall be properly & fully authenticated with signature.

BHEL will deal directly with the manufacturer and no correspondence with the agents will be entertained. The agents will not be permitted to visit / interact with BHEL on behalf of their principals. Subsequently also, no correspondence of any type will be made with any agents (all individuals / companies – representative / adviser / retainer ship basis or claimed to be part time employees for many OEMs / claiming to be channel or business partner for BHEL work / stockist not registered specifically etc. are agents). Communications with only those agents who have submitted agency agreement with their respective principal may be done.

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. However, in case of e-tender ink signed offer is not required.

The suppliers or their authorized person may be allowed to attend the tender opening, 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 :

PART-I shall comprise of following documents:

- a) Pre-Qualification Requirement (**as defined in Annexure-A**)
- b) EMD & tender fee
- c) The rating of the company quoting for this tender from a third party (independent agency) preferably by DUN & BRADSTREET should be submitted (D&B 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 D&B / third agency report.
- d) **Supplier Registration Form:** The Supplier Registration Form (SRF) duly filled will be assessed for manufacturing capability, quality systems being followed, organizational soundness and financial worthiness. The SRF is enclosed for your reference. This form may also be downloaded from www.bhelhwr.co.in or www.bhel.com

Note:



BHARAT HEAVY ELECTRICALS LIMITED
HEEP: HARDWAR-249 403 (UA)
Fax: 01334-226084/226462, Phone: 285849/284421
E-mail: sram@bhelhwr.co.in/vermar@bhelhwr.co.in

- Suppliers who are already registered at BHEL, Haridwar in the PMD for this item are exempted for submitting the Supplier registration form.

PART-II shall comprise of following documents:

- a) Complete Technical offer with relevant drawings/ documents /QP etc. (as **Per Special Instructions mentioned in Annexure-B**).
- b) Catalogue of the Equipment (If applicable)
- c) Duly Filled in "Terms & Conditions of the Two Part Tender" (as per **Annexure-C**).
- 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) Replica of Price Bid/ Price sheet (without Prices).

Clause 1.2: PART-III (PRICE BID)

The price Bid (with prices) for the complete scope as specified above shall be submitted

a) Foreign Suppliers : Dispatching Port & Country of dispatch is to be mentioned clearly. The Prices are to be quoted on both FOB & CFR Mumbai basis. The offer of the bidder not quoting CFR (Mumbai) Charges 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.

b) Indigenous suppliers: The Prices are to be quoted on Ex-Works with freight pre-paid up to destination basis. The goods can be dispatched through any Bank approved Transporter having their branch at Haridwar. The names and addresses of transporters approved by IBA as well as BHEL are hosted on our website www.bhelhwr.co.in . The offer of the bidder not quoting on Freight Pre-paid up to destination basis 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.

c) Transit Insurance 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, else it will be concluded that the offer is inclusive of all taxes & duties.

e) The price comparison will be on the basis of total cost involved for delivery up to final project site. Import Offers shall be loaded for applicable custom duties for the project & freight element/ other charges involved for delivery up to Project Site as per BHEL's transport contract.

f) The Part-II (Techno commercial Bid) will be opened at a later date of only those bidders whose Part-1 bid (PQR, EMD and tender fee) is found suitable by BHEL/ End-Customer. **BHEL reserves the right to evaluate vendor's process capability / quality systems etc by visiting vendor works (if required)**

The Part-III (price bid) along with supplementary price bid (if called for by BHEL) will be opened at a later date of only those bidders whose Part-II bid (Techno-Commercial Offer) is found suitable by BHEL/ End-Customer.



Clause 1.3 :

The following shall be super-scribed on the envelopes:

1. **PART-I (a):**

Superscription on envelop:

1. TENDER NO. AND ITEM DESCRIPTION.
2. DUE DATE OF OPENING.
3. "PRE-QUALIFICATION REQUIREMENT"

The following shall be submitted in this part:

- Documents required in pre-Qualification Requirement (**as defined in Annexure-A**)
- Supplier Registration form with relevant supporting document including "D & B" report / balance sheet etc. manufacturing details, quality procedures, testing and certification followed etc.
- **Note:** Vendors who are already registered at BHEL, Haridwar in the PMD for this item are exempted for submitting the Supplier Registration Form.

PART-I (b):

Superscription on envelop:

1. TENDER NO. AND ITEM DESCRIPTION.
2. DUE DATE OF OPENING.
3. "EMD & TENDER FEE"

EMD (Rs. 2, 00,000 i.e. Two lakh rupees only) and Tender Fee (Rs. 2000/- i.e. Two thousand rupees only) shall be submitted in this part. Drafts shall be drawn in favor of "BHEL Hardwar".

NOTE:- EMD is Nil for BHEL approved PMD vendors against this item ID.

2. **PART-II :**

Superscription on envelop:

1. TENDER NO. AND ITEM DESCRIPTION.
2. DUE DATE OF OPENING.
3. "TECHNO-COMMERCIAL BID"

The following shall be submitted in this part:

- Complete Technical offer with relevant drawings/ documents /QP (As defined in Annexure B)
- Catalogue (if required)
- Deviation sheet (if there is any deviation with respect to our specification)
- Replica of price bid/ Price sheet (without mentioning the actual prices)
- Terms and conditions of two part tender (foreign or indigenous, whichever applicable)

3. **PART-III:**

Superscription on envelop:

1. TENDER NO. AND ITEM DESCRIPTION.
2. DUE DATE OF OPENING.



BHARAT HEAVY ELECTRICALS LIMITED
HEEP: HARDWAR-249 403 (UA)
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3. "PRICE BID"

Price bid & cost of deviation (if any) shall be submitted in this part

Clause 1.4:

The Part-I , Part II & Part-III bids 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. Vendor's full name and address should be clearly mentioned on the envelope

Clause 1.5:

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

Clause No. 1.6: 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)

Thanking You,
Yours faithfully,

For & on behalf of BHEL, Hardwar.

(Ravi Verma)
Engineer (PPX-BOI)



BHARAT HEAVY ELECTRICALS LIMITED
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Annexure-A

PRE-QUALIFICATION REQUIREMENT

1. EXPERIENCE:

The Bidder should be a manufacturer of 3 Phase Uninterrupted Power Supply (UPS) equipment or as an Authorized Dealers / Channel Partners for the UPS during the last 5 years and should have executed contracts for supply of 3 Phase UPS. Vendor to furnish copies of Purchase Orders executed for the same.

2. The bidder should be the manufacturer. In case bidder is quoting on behalf of the OEM (Authorized Dealers / Channel Partners), the bidder should be authorized by the OEM. Bidder should submit the back to back service level agreements with the OEM which includes integration support, Technical Assistance support, spares support etc. The bidder should submit an up to date valid authorization letter and that OEM shall provide all the support during installation, commissioning, warranty period and after sales support.

3. Technical Requirements:

- 3.1 Only the site-proven & type tested (within the last 5 years), electronic modules (in case of UPS System) & cell plates (in case of UPS Battery) will be acceptable, unless otherwise decided by the purchaser under special circumstances.
- 3.2 For UPS, the type test shall be as per IEC-62040-3, Degree of Protection test as per IS-2147 and For Battery, the type test shall be as per IS: 10918 and IEC-60623. The type test certificates (not older than 5 years) shall be acceptable if conducted on the similar type/rating or similar type/higher rating. Vendor to necessarily submit the type test certificates as part of the PQR.
- 3.3 Routine & Acceptance tests shall be done as per relevant standards/BHEL specification.
- 3.4 Model selection is vendor's responsibility; for a given item offer of any other model with higher capacity by a vendor to meet the requirement of the original specification at a later date for whatsoever reason shall have no price implication to the purchaser.
- 3.5 The technical specification has been prepared based on BHEL's customer contract requirements. Any vendor if not able to comply with the specification should bring it out clearly as a deviation. However, this does not prohibit any vendor from quoting as the deviations may be accepted by BHEL/Customer/Consultant during technical evaluation stage, the same shall be informed to all the participating vendors.
- 3.6 BHEL reserves the right to verify information submitted by vendor. In case the information is found to be false / incorrect, the offer shall be rejected.
- 3.7 Offer of Vendors not meeting above requirements will not be considered.

Note: BHEL would open the price bid of only those vendors, who fulfill our pre-qualification requirements and are successfully registered at BHEL Hardwar in the Product material Directory (PMD) of this item and are duly approved by the end user within validity of the offer.



SPECIAL INSTRUCTIONS

A) GENERAL REQUIREMENTS

1. The material is to be dispatched to project site directly from supplier works. Quotation shall be submitted accordingly.

Project wise requirement has been detailed below:

Gadarwara (Madhya Pradesh):- 02 No

Ennore (Tamil Nadu):- 02 No

Banharpalli (Odisha):- 02 No.

North Karanpura (Jharkhand):- 03 No

Wanakbori (Gujarat):- 01 No

Kothagudem (Telangana):- 01 No

Yadadri (Telangana):- 05 No

NOTE:- The entire quantity will be distributed in between L1 and L2 bidder in 12:4 distribution ratio. L-1 rates as finalized shall be counter offered to L-2 bidder. In case L-2 bidder accepts counter offer price then balance quantity (4 no) will be distributed to L2 bidder. In case L-2 bidder does not accept L-1 prices than the counter offer may be extended to other bidder (i.e. L-3, L-4 & so on). In case none of the vendor accept L-1 prices than entire quantity (16 no) will be allotted to L-1 bidder.

2. The offer shall be submitted in-line with the spec TG60728 Rev 01 (copy enclosed).
3. Scope of supply will constitute :
 - Supply of Three phase UPS as per spec TG60728
 - Vendor to supply the material as per BHEL spec TG60728 Rev 01 schedule of prices for UPS & batteries (**Annexure- 6**) & Mandatory spares for UPS & Batteries (**Annexure 8**).
 - Commissioning of supplied item at project site

Comparison will be done on total landed cost to BHEL for material supply and commissioning taken together **Project wise separately.**

4. Duly filled in "Terms and Conditions of the **"Three Part Tender"** are to be necessarily filled and submitted along with the offer.

B) QUALITY REQUIREMENTS

1. Inspection will be done by BHEL nominated agency as per customer approved quality plan.
2. Vendor to confirm the compliance of endorsed Quality plan no **QA/BE/QP/331 rev04** along with their offer. Vendor's QP will be forwarded to customer for their approval after PO placement.

Kindly ensure the timely submission of your offer (latest by 1345 Hrs IST on the due date) and note that Late Offers shall not be entertained under any circumstances.

	Annexure-III GUIDELINES TO FOREIGN SUPPLIERS FOR FILLING UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	I of II

1. Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
2. Registration Form no. SRF(F)01 may be obtained from BHEL website www.bhel.com.
3. Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India

4. In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
5. Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
6. All columns are to be filled up properly in the space provided for. Wherever it is not applicable, mention it as "Not Applicable". The form is to be signed by the authorised signatory and submitted in original.
7. Please attach separate sheet if the space provided is insufficient. For any other information also, separate sheet may be attached.
8. Any information / clarification required by BHEL during processing of registration must be given expeditiously.
9. Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
10. As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
11. Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
12. Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
13. If you are attaching a document in a language other than English, a self attested English translated document may please be also attached.

	Annexure-III CHECK-LIST FOR FOREIGN SUPPLIERS REGISTRATION FORM	Document No.	AA:MM:SR:01
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S.N.	Check-Point	Yes/No
1.0	Information against all points in the Supplier Registration Form has been given.	
2.0	Authorisation letter has been enclosed (in case of Indian representative)	
3.0	Banker's certificate has been enclosed	
4.0	Are you an ISO: 9001 accredited supplier?	
4.1	If yes, have you enclosed copy of ISO 9001 accreditation certificate & "Table of Contents" of your Quality Manual?	
4.2	If no, have you enclosed written down procedure / manual of Quality Management System?	
5.0	Have you enclosed experience list/ performance certificate (as per sl. 3.0 of the form SRF(F) 01)	
6.0	List of enclosures has been furnished (as per Sl 5.0 of the form SRF(F) 01)	
7.0	All the parts of the form & enclosures have been signed by Authorised Signatory.	
8.0	D&B Report/ Creditreform report etc. has been attached.	

Date :

Signature & seal

(Authorised Signatory)

Note : This check list is to be attached with the filled up Supplier Registration Form.

BHARAT HEAVY ELECTRICALS LIMITED , INDIA

ANNEXURE- III

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

Page 1 of 2

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

SUPPLIER REGISTRATION FORM	
1.0 GENERAL INFORMATION :	
1.1 NAME OF SUPPLIER : (TO BE REGISTERED)	
1.2 SUPPLIER ADDRESS : (TO BE REGISTERED)	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
WEB SITE :	
1.3 DETAILS OF FACTORY / WORKS :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.4 DETAILS OF MARKETING REPRESENTATIVE (OUTSIDE INDIA , IF ANY)	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.5 DETAILS OF INDIAN REPRESENTATIVE, IF ANY : (Attach authorisation letter)	
NAME :	
ADDRESS :	
E - Mail :	
TELEPHONE : (Landline)-	Mobile
1.6 CHIEF EXECUTIVE :	
1.7 YEAR OF ESTABLISHMENT :	
SUPPLIER'S AUTHORIZED SIGNATORY	
BHEL CERTIFIED ASSESSOR	

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

- 1.8 YEAR OF COMMENCEMENT OF BUSINESS :
- 1.9 PRODUCTION CAPACITY PER ANNUM (details of major manufacturing/ testing facilities to be given) :
- 1.10 PARTICULARS OF PRODUCTS INCLUDING SPECIFICATION AND RANGE OFFERED FOR REGISTRATION : (ATTACH BROCHURES AND CATALOGUES)
- 1.11 NAME (S) OF BANKERS :
- 1.12 BANKER'S CERTIFICATE AS TO CREDITWORTHINESS OF THE CLIENT
(Enclose Certificate) :
- 1.13 PORT OF LOADING :
- 1.14 NEAREST AIRPORT :
- 1.15 Report from D&B/ Creditreform etc. (As per Cl. 7.1 of Chapter V) (**MANDATORY**):

2.0 FINANCIAL INFORMATION : (FOR LAST 3 YEARS)

PARAMETER	YEAR -1	YEAR -2	YEAR -3
ANNUAL TURN OVER			
PROFIT AFTER TAX			

(COPY OF AUDITED ANNUAL ACCOUNTS FOR LAST 3 YEARS TO BE ENCLOSED)

3.0 QUALITY MANAGEMENT SYSTEM :

- 3.1 IS THE COMPANY ISO:9001 CERTIFIED : YES / NO
- 3.1.1 IF YES, ENCLOSE COPY OF CERTIFICATE & TABLE OF CONTENTS OF QUALITY MANUAL.
- 3.1.2 IF NO, ENCLOSE QUALITY MANAGEMENT SYSTEM OR WRITTEN DOWN PROCEDURE

- 4.0 EXPERIENCE LIST/ PERFORMANCE CERTIFICATE FOR OFFERED / SIMILAR ITEMS :**
(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS)

5.0 IF REGISTERED IN ANY OTHER UNIT OF BHEL, PLEASE SPECIFY:**6.0 DIRECTORS / PARTNERS, IF RELATED TO ANY BHEL EMPLOYEE.**

NAME:
STAFF NO.:
DESIGNATION:
UNIT & DEPARTMENT:
RELATIONSHIP:

7.0 ANY OTHER INFORMATION:**8.0 LIST OF ENCLOSURES :**

(BROCHURES, CATALOGUES, TECHNICAL LITERATURE ETC.)

E – Mail

TELEPHONE : (Landline):
Mobile :

DATE :


Signature & Seal
AUTHORISED SIGNATORY
NAME :

DESIGNATION :

BHEL CERTIFIED ASSESSOR

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

	Annexure-VI <u>Guidelines to Contractors</u> <u>filling up the Registration Form</u>	Document No.	AA:MM:SR:01
		Revision No.	01
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1. Registration Form may be obtained from BHEL website www.bhel.com.
2. Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit/ Power sector Region.
3. The Contractor Registration Form has three sections:


Section-I: COMPANY PROFILE AND GENERAL INFORMATION

Section-II : RESOURCES OWNED BY THE COMPANY

Section-III : WORK EXPERIENCE

For each of the Work experience format filled up, the following needs to be attached:

- i) Self attested Copy of Work Order/Award letter and allied documents containing interalia (a) Brief Description of work, (b) Value of Contract (c) Time schedule
 - ii) Completion Certificates (Any one of the following):
 - a) Self attested copies of Work Completion Certificates issued by Owner or agency who has awarded the contract. BHEL reserves the right to verify the authenticity of the document from the originator. Hence kindly see that all contractual details are available in the completion certificates to lend easy verification if required.
 - b) Self attested copies of Protocol signed by Client and Owner, indicating the completion/achievement/execution of the Milestone achieved
 - c) Self attested copies of 'Final Bill' verified by Client/Customer which indicates the Quantum of work not less than that specified in Basic QR
 - d) Documentary evidence issued by Owner/Client, indicating the progress of Work achieved not less than that specified in the Basic QR even if the total contract is not completed/closed
 - iii) Relevant documents for each 'WORK EXPERIENCE' format being filled up are to be submitted.
4. All columns are to be filled up properly in the space provided for. Wherever it is not applicable, please mention "Not Applicable". The form is to be signed by the authorised signatory.
 5. A separate sheet may be attached if the space provided is insufficient or additional information is to be given. Please put proper identification tag on the separately attached sheet.
 6. Any information / clarification required by BHEL during evaluation must be given expeditiously.
 7. Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and list of enclosures is given as required.
 8. Incomplete forms will be rejected.
 9. Please fill up the check- list given below and send along with the Supplier Registration Forms to BHEL.
 10. Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Annexure VIII (page 4 of 4).
 11. If you are attaching a document in a language other than English, a self attested English translated document may please be also attached.

	Annexure-VI Check List for Contractor Registration Form	Document No.	AA:MM:SR:01
		Revision No.	01
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Sl.No.	Check-Point	Yes/No
1.	Information against all points under “Organizational Information “ has been given.	
2.	All enclosures and supporting documents have been enclosed.	
3.	Technical requirements, specifications, drawings ,standards have been received from BHEL before filling up Technical Competence.	
4.	All the parts of the form & enclosures have been signed by Authorised Signatory.	

Signature & seal

Date :

(Authorised Signatory)

Note: This check list is to be attached with the filled up Contractor Registration Form.

**BHARAT HEAVY ELECTRICALS LIMITED
CONTRACTOR REGISTRATION FORM**

SECTION-I: Company Profile & Organisational Information

1.1 GENERAL INFORMATION

Sl No	Detail/Particulars	Remarks by BHEL, if any
1.1.1	<u>Name of Company seeking Registration:-</u>	
1.1.1a	Work description/package for which registration is sought.	Package code to be given by BHEL
1.1.2	Date of Incorporation/Establishment :- (Please attach Certificate of Incorporation)	
1.1.3	<u>Registered Office Address:-</u> ➤ Tel No : ➤ Fax No : ➤ Email ID: ➤ Web site :	
1.1.4	<u>Head Office Address:-</u> ➤ Tel No : ➤ Fax No : ➤ Email ID: ➤ Web site :	
1.1.5	<u>Mailing Address:-</u> ➤ Tel No : ➤ Fax No : ➤ Email ID: ➤ Web site :	
1.1.6	<u>Officer to be contacted for clarification on CONTRACTOR Empanelment:-</u> Name & Address ➤ Tel No : ➤ Fax No : ➤ Email ID:	

**BHARAT HEAVY ELECTRICALS LIMITED
CONTRACTOR REGISTRATION FORM**

SECTION-I: Company Profile & Organisational Information

		Remarks by BHEL, if any
1.1.7 i	<p><u>Branches:-</u> Address:-</p> <p>➤ Contact Person: ➤ Tel No : ➤ Fax No : ➤ Email ID :</p>	
ii	<p>Address:-</p> <p>➤ Contact Person: ➤ Tel No : ➤ Fax No : ➤ Email ID :</p>	
iii	<p>Address:-</p> <p>➤ Contact Person: ➤ Tel No : ➤ Fax No : ➤ Email ID :</p>	
1.1.8 i	<p><u>Sister Concerns if any:-</u> Address:-</p> <p>➤ Contact Person: ➤ Tel No : ➤ Fax No : ➤ Email ID : ➤ Web site :</p>	
ii	<p>Address:-</p> <p>➤ Contact Person: ➤ Tel No : ➤ Fax No : ➤ Email ID : ➤ Web site :</p>	

**BHARAT HEAVY ELECTRICALS LIMITED
CONTRACTOR REGISTRATION FORM**

SECTION-I: Company Profile & Organisational Information

1.2 OWNERSHIP INFORMATION

1.2.1	TYPE OF COMPANY (please tick “√” any one applicable)	Documents to be submitted	Remarks by BHEL, if any
i	Govt of India Undertaking <input type="checkbox"/>		
ii	State Govt Undertaking <input type="checkbox"/>		
iii	Public Limited Company <input type="checkbox"/>	Memorandum and Articles of Association	
iv	Private Limited Company <input type="checkbox"/>	Memorandum and Articles of Association	
v	Co-operative Society <input type="checkbox"/>	Society Rules and Byelaws	
vi	Partnership Firm <input type="checkbox"/>	Partnership deed	
vii	Proprietorship <input type="checkbox"/>	Professional Tax Registration & Municipal Registration	
viii	Any Other (specify) <input type="checkbox"/>	Supporting docuemnts	

1.2.2	DIRECTOR/PARTNER/OWNER/PROPRIETOR INFORMATION	Position Held In Company	Remarks by BHEL, if any
i			
ii			
iii			
iv			

1.2.3 DIRECTORS / PARTNERS, IF RELATED TO ANY BHEL EMPLOYEE.

NAME :
 STAFE NO. :
 DESIGNATION :
 Unit & DEPARTMENT :
 RELATIONSHIP :

1.2.4 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.

NAME :
 STAFF NO. :
 DESIGNATION :
 UNIT & DEPARTMENT :
 DATE OF LEAVING SERVICE :

BHARAT HEAVY ELECTRICALS LIMITED CONTRACTOR REGISTRATION FORM

SECTION-I: Company Profile & Organisational Information

1.3 REGISTRATION PARTICULARS

Sl No	Description (PLEASE INDICATE PARTICULARS IN THE SPACE PROVIDED FOR EACH)	Required for	Documents to be submitted	Remarks by BHEL, if any
a	INCOME TAX (PERMANENT AC NO):-	All categories	Copy of Certificate	
b	SERVICE TAX REGISTRATION	All Categories	Copy of Certificate	
c	Sales Tax VAT Registration Number and Date :			
	1	As applicable	Copy of Certificate	
	2.	As applicable	Copy of Certificate	
	3.	All categories	Copy of Certificate	
	4.	As applicable	Copy of Certificate	
	5.	As applicable	Copy of Certificate	
d	PF Registration	All categories	Copy of Certificate	
e	CPWD/Government Organisation	As applicable	Copy of Certificate	
f	Geological Survey Of India/Equivalent	For Geo Tech Investigationsetc	Copy of Certificate	
g	IBR	For Boiler and IBR Piping	Copy of Certificate	
h	Contractorship License for Electrical Works (from any State/Union Territory of India)	For Electrical Works	Copy of Certificate	

1.4	MANPOWER	Remarks by BHEL, if any
A	Organisation Strength (In number): (please submit Organisation Chart)	

B	List of Key Persons on rolls of the Company				Remarks by BHEL, if any
	Category	No of persons in the Company	Qualification	Total work experience	
i	Resident Managers/Resident Engineers				
ii	Site Engineers (Erection & Commissioning)				
iii	Site Engineers (Quality)				
iv	Site Safety Co-ordinators				
v	Site Supervisors				
vi	Skilled Workmen				
vii	Others				

BHARAT HEAVY ELECTRICALS LIMITED CONTRACTOR REGISTRATION FORM

SECTION-I: Company Profile & Organisational Information

1.5 OTHER PARTICULARS

A	Registration with BHEL and Other Firms	Registration/ Empanelment Number	Registration/ Empanelment valid upto	Document to be submitted	Remarks by BHEL, if any
i	BHEL/Northern Region			Documentary evidence	
ii	BHEL/Eastern Region			Documentary evidence	
iii	BHEL Southern Region			Documentary evidence	
iv	BHEL Western Region			Documentary evidence	
v	Electricity Boards			Documentary evidence	
vi	NTPC/other Public Sector/Private Sector			Documentary evidence	
vii	PWD/Railways			Documentary evidence	

B	BANKING DETAILS OF COMPANY		
	Information of Bank Account of Company	Document to be submitted	Remarks by BHEL, if any
	<p>The following information of Bank Account of the Company, duly endorsed by the Bank (required for Electronic Fund Transfer – EFT/RTGS) is to be submitted</p> <ol style="list-style-type: none"> 1. Name of the Company 2. Name of Bank 3. Name of Bank Branch 4. City/Place 5. Account Number 6. Account type 7. IFSC code of the Bank Branch 8. MICR Code of the Bank Branch 9. Details of other Bankers (for reference purpose only) <p>NOTE : CONTRACTORS who have already submitted the above information are requested to submit a copy of the same</p>	Information of Bank Account of the Company, duly endorsed by the Bank	

BHARAT HEAVY ELECTRICALS LIMITED CONTRACTOR REGISTRATION FORM

SECTION-I: Company Profile & Organisational Information

1.6	QUALITY SYSTEMS	Certificate Number and Valid upto	Document to be submitted	Remarks by BHEL, if any
A	Accreditation to ISO 9001		Copy of accreditation certificate OR Copy of 'Table of Contents' of 'Quality Manual'	
B	Accreditation to ISO 14000		Copy of accreditation certificate OR Copy of 'Table of Contents' of 'Quality Manual'	
C	Accreditation to OHSAS 18000		Copy of accreditation certificate OR Copy of 'Table of Contents' of 'Quality Manual'	
D	In House Quality Systems		Copy of quality manual .	

1.7 FINANCIAL INFORMATION FOR THE PREVIOUS THREE YEARS

Sl No	Financial Information	Financial Value in Rupees in Lakhs (Audited)		Remarks by BHEL, if any
		Year	Value in Rupees in lakhs	
i	NET WORTH (Latest) Paid up Share Capital# + Reserves			
ii	SALES/TURN OVER (Last three Financial Years)			
		Average		
iii	CASH PROFIT (PAT + Non Cash Expenditure viz Depreciation) (Last three Financial Years)			
iv	Whether CONTRACTOR has been referred to BIFR/NCLT/ any other similar Govt. Agency (If 'YES' enclose details)		YES/NO	
v	Whether CONTRACTOR is a potential sick Company (If 'YES' enclose details)		YES/NO	
vi	Copies of Audited Annual Accounts (Balance Sheet, P&L Account, Cash flow statement) for the last three (3) years to be submitted.			
vii	Status of Tax assessments done under various laws (Income Tax, VAT/Sales Tax, Excise & Service Tax, Custom) and details of disputes pending, if any, with these authorities to be submitted.			

Legend:

: Share Capital OR Partnership Capital OR Proprietor Capital as the case may be

BHARAT HEAVY ELECTRICALS LIMITED
CONTRACTOR REGISTRATION FORM

SECTION-II: Resources owned by the company

- C) TIEUPS or RATE CONTRACTS ENTERED INTO BY THE COMPANY FOR PROVIDING VARIOUS SERVICES WHICH THE COMPANY PROPOSES TO INDICATE

SL NO	SERVICES FOR WHICH TIEUPS / RATE CONTRACTS ENTERED FOR PROVIDING SERVICES	PLEASE INDICATE WHETHER SHORT TERM (1 YEAR) OR LONG TERM (ABOVE 1 YEAR)	Remarks

1. Please indicate all important Tie Ups entered by Company for providing various services
2. Please use additional sheets if required

