



**BHARAT HEAVY ELECTRICALS LIMITED**  
HEEP, HARIDWAR-249403 (UK)  
Fax: 01334-226084/226462, Phone: 284269/281685  
E-mail: [sram@bhelhwr.co.in](mailto:sram@bhelhwr.co.in)

Ref: BOI/OT/16-17/LB/01

Date: 17.06.2016.

**OPEN TENDER**

1. Sealed tender with the Tender No. and opening date clearly super scribed on the cover are invited for the supply of the following items.

S. No.	Tender No.	Item Description	Total Requirements	Last date to get from BHEL	Opening date
1.	B/4011/2015/5912V1	Lifting Beam- 80 Tonnes (W90312090102)	02 Nos.	1 day before opening date	09-july-2016
		Lifting Beam- 110 Tonnes (W90312090137)	01 No.		

1. Tenders will be received up to 13:45 Hrs. (IST) on opening date and opened on the same day at 14:00 Hrs. (IST) in the Tender Room.
2. Interested suppliers must submit their offer along with the following Earnest Money Deposit (EMD). The EMD 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:** Nil

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

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

3. BHEL will not be responsible for any type of postal delay / incomplete information from vendors.
4. Other terms and conditions will be as per tender documents.
5. 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.
6. BHEL-HEEP registered vendors (i.e. **PMD vendors**) are exempted from submission of EMD.
7. Ordering will be done on finally customer approved vendors only. The price offer of suppliers would be opened & considered only after customer approval. Please quote your offer accordingly.
8. Integrity pact is enclosed with the commercial documents. Please ensure submission of Integrity pact, duly filled and ink signed along with your offer.

For any further details please log on to [www.bhel.com](http://www.bhel.com) or [www.tenders.gov.in](http://www.tenders.gov.in) or [www.bhelhwr.co.in](http://www.bhelhwr.co.in)

**Sudarshan Ram**  
AGM (PPX-BOI)



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BHEL Enquiry No. : Ref: BOI/OT/16-17/LB/01

Date: 17.06.2016

Due Date/ opening date: 09.07.2016.

M/s.....

Sub: Tender Enquiry No. B/4011/2015/5912V1

Dear Sir,

BHEL is pleased to invite your offer in **TWO PARTS** strictly as per enclosed terms and conditions and instruction to bidders, in sealed covers for the under mentioned equipment / systems.

S. N.	Material Code	Total Requirements / Projects	Item Description	Delivery Required	EMD (Earnest Money Deposit)
<b>1. For Kothagudem STG-7, Wanakbori U-8 and Banharpalli U-3 projects:</b>					
1	W90312090102	02 Nos.	Lifting Beam having working load limit of 80 tonnes.  Drg. No. 01209058000 & TDC-F-01209058000-00	For Kothagudem STG-7 project: 05.10.2016.  For Wanakbori U-8 project: 31.01.2017.	Rs. 2, 00,000/- (Rs. Two lacs or equivalent foreign currency) considering Kothagudem STG-7, Wanakbori U-8 and Banharpalli U-3 site requirements.
2	W90312090137	01 No.	Lifting Beam having working load limit of 110 tonnes.  Drg. No. 01209048000 & TDC-F-01209048000-00	For Banharpalli U-3 project: 15.07.2016	

Please submit your lowest quotation / offer for the above requirements subject to our terms and conditions. Your offer should be reach us on or before the due date by 13:45 Hrs. (IST).

**NOTE: The vendor should submit their best prices at this stage itself and they will not be allowed to revise their prices. 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 of our requirements”.

Part-I i.e. PQR and technical offer shall be opened of those vendors **ONLY AFTER ENSURING AVAILIBLITY OF EMD (PLEASE SUBMIT DRAFT FOR EMD {drawn in favor of BHEL, Haridwar} IN ENVELOPE SUPERSCRIBED WITH BOLD LETTERS “EMD”)** at 14:00 Hrs. (IST) on the due date in the presence of authorized representatives of the bidders who may like to be present. The authorized representative should bring enquiry specific authority letter from their principals for attending the bid opening.

**As per government guidelines, MSE suppliers are exempted for submission of EMD.**

All Central/State – PSUs/ Government Departments & Micro and Small Enterprises (Registered under SSI, NSIC, Khadi Board, DIC etc.) are exempted from submission of EMD.

**“MSE Suppliers can avail the 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 in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed at annexure-1 where deemed validity of EM II certificate of five years has expired) applicable for the relevant financial year (latest audited). Date to be reckoned for determining the deemed validity will be the date of PQR opening (Part 1 in case of three part bid). Non submission of such documents will lead to**



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*consideration of their bid at par with other bidders. No benefit shall be applicable for this enquiry if any deficiency in the above required documents is found or the requisite documents are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above require document are to be uploaded on the portal. Documents should be notarized or attested by a Gazette officer."*

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.

**"Evaluation of tender shall be done total landed cost to BHEL project wise basis".**

**The Offers of those vendors, which would not meet our PQR requirements, would be rejected by BHEL.**

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

**If after tender opening, It is found that:-**

- The bidder has not submitted the requisite EMD
- The bidder has claimed to be an MSE vendor but no supporting documents have been submitted in this regards.

**In both the above cases, the offer of the bidder shall be straightaway rejected and no correspondence from the bidder in this regard shall be entertained.**

1. Tender specific terms & Conditions is attached herewith. Please confirm each clause and submit duly ink signed and stamped terms & conditions along with your valuable offer.
2. You may download all original documents from website by **08.07.2016. (5:00PM; IST).**
3. Please submit your complete offer by **09.07.2016. (01:45 PM; IST)** to our tender cell. Please note that late offer will not be considered.
4. Offers against our enquiry will be opened on **09.07.2016. (02:00PM; IST).**

**Address for Submission of Offer:**

To,  
The Head of Materials Management,  
Heavy Electrical Equipment plant,  
Haridwar-249403, Uttarakhand, India

**Please submit your complete offer on given address within due date & time mentioned above and as per other details given in original tender documents.**

For & ON BEHALF OF BHEL, HARDWAR

Sudarshan Ram  
AGM (PPX-BOI)



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**INSTRUCTION TO BIDDERS**

**Clause 1.0:**

The tenders shall be submitted in two parts (**Part I** consisting of Techno-Commercial Bid, Supplier Registration Form, quality plan, replica of price bid & pre-qualification requirements and **Part II** Original Price Bid) 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/ principal vendors 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 / retainership basis or claimed to be part time employees for many OEMs / claiming to be channel or business partner for BHEL work / stockiest 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 (original 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. Bids without ink signed will be out rightly rejected.

The suppliers or their authorized person may be allowed to attend the tender opening, duly authorized by their principals, through an enquiry specific authorization letter on that particular day. General authorization letter is not acceptable.

**Clause 1.1:**

**PART-I (TECHNO-COMMERCIAL BID) shall comprise of following documents:**

- a) Pre-Qualification Requirements (**as defined in Annexure-A**)
- b) Complete Technical offer with relevant drawings/ datasheets/documents /QP etc. (**as Per Special Instructions mentioned in Annexure-B**).
- c) Catalogue of the Equipment (If applicable)
- d) Duly Filled in "Terms & Conditions of the Two Parts Tender" (**as per Annexure-C**).
- e) Deviation if any 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 then same will be considered for final evaluation.

- f) Replica of Price Bid/ Price sheet (without Prices).
- g) 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.
- h) **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](http://www.bhelhwr.co.in) or [www.bhel.com](http://www.bhel.com)



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Note:

1. Suppliers who are already registered at HEEP, BHEL, Haridwar in the PMD for this item are exempted for submitting the Supplier registration form.
2. Please note that all details required in supplier registration form to be filled and submitted on online supplier registration portal on [www.bhel.com](http://www.bhel.com) & [www.bhelhwr.co.in](http://www.bhelhwr.co.in) along with complete documents. However, Supplier Registration Form (SRF) is attached along with enquiry for your reference only.

#### **Clause 1.2: PART-II (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 shipment charges, 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](http://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. Please quote accordingly.

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 landed cost to BHEL project wise basis (inclusive of all) 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 (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-I bid (i.e. PQR and Techno-commercial bid)** is found suitable by BHEL. **BHEL reserves the right to evaluate vendor's process capability / quality systems etc. by visiting vendor works (if required).**

#### **Clause 1.3:**

The following shall be super-scribed on the envelopes:

1. **PART-I (a):** Documents required in pre-Qualification Requirements (as defined in Annexure-A) shall be submitted in this part.

Superscription on envelope:

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

2. **PART-I (b):**

The following shall be submitted in this part:

- Complete Technical offer with relevant drawings/ documents /QP (As defined in Annexure B)



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- 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)
- Filled terms and conditions of two parts tender (foreign or indigenous, whichever applicable, As defined in Annexure C)
- 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 HEEP, BHEL, Haridwar in the PMD for this item are exempted for submitting the Supplier Registration Form.

Superscription on envelope:

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

3. **PART-I (c):** EMD shall be submitted in this part

Superscription on envelope:

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

4. **PART-II:** price bid & cost of deviation (if any) shall be submitted in this part

Superscription on envelope:

1. TENDER NO. AND ITEM DESCRIPTION.
2. DUE DATE OF OPENING.
3. **"PRICE BID"**

**Clause 1.4:**

**The Part-I (from 1 (a) to 1 (c)) & Part-II bids** shall be individually sealed and super scribed as indicated above and shall be enclosed further in the envelope duly sealed and super scribed as:

"TENDER FOR (ITEM NAME) AGAINST TENDER NO. ----- DUE ON -----CONTAINING PART-I & PART-II. 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 cannot 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.

**Sudarshan Ram**  
**AGM (PPX-BOI)**



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**Annexure-A**

**Pre-qualification requirements for Kothagudem Stg-7, Wanakbori U-8 and Banharpalli U-3 projects.**

The pre-qualification criteria is mentioned below:

1. Supplier should confirm that they are supplier of Lifting Beam/EOT crane and shall have in-house capability of designing, manufacturing, inspection and in-house/outsourced testing facility.
2. Vendor should have supplied Lifting Beam/EOT crane to M/s Siemens of minimum lifting capacity 50 tonne (As a supporting document, party to provide unpriced purchase order copy from M/s Siemens or M/s Siemens letter regarding approved supplier of Lifting Beam/EOT crane).

Or

3. Vendor should have supplied at least 2 nos. Lifting Beam/ EOT crane of minimum capacity 50 tonnes to Power Plant/OEM which must have been in successful operation for atleast one year. For this, supplier has to submit either of following supporting documents meeting above pre-qualification requirement.

- I. 2 nos. copy of performance certificate in English from end user along with copy of unpriced purchase order specifying that the product is in successful operation for one year from date of delivery (for Lifting Beam) / commissioning(for EOT).

Or

- I. Second/repeat purchase order along with first purchase order [placed with minimum gap of one year after delivery (for Lifting Beam) /commissioning (for EOT) of first order] from same purchaser.

3. BHEL reserves the right to verify information submitted by vendor. In case the information is found false/incorrect, the offer shall be rejected.

**Sudarshan Ram**  
**AGM (PPX-BOI)**



**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 requirements are detailed below:

**Kothagudem STG-7 (Telangana) project: 01 no.**

**Banharpalli U-3 (Odisha) project: 01 no.**

**Wanakbori U-8 (Gujarat) project: 01 no.**

2. The offer shall be submitted in-line with the Drg. No. **01209058000 & TDC-F-01209058000-00 for Kothagudem STG-7 & Wanakbori U-8 projects and as per Drg. No. 01209048000 & TDC-F-01209048000-00 for Banharpalli U-3 project** (enclosed with enquiry).
3. Scope of supply for **Kothagudem STG-7 & Wanakbori U-8 projects** shall be as per BHEL Drg No. **01209058000 & TDC-F-01209058000-00** and for **Banharpalli U-3 project** shall be as per BHEL Drg No. **01209048000 & TDC-F-01209048000-00.**
4. Duly Filled, ink signed & stamped "**Terms and Conditions of the Two Parts Tender**" are to be necessarily submitted along with the offer.
5. Please note that all details required in supplier registration form to be filled and submitted on online supplier registration portal on [www.bhel.com](http://www.bhel.com) & [www.bhelhwr.co.in](http://www.bhelhwr.co.in) along with complete documents. However, Supplier Registration Form (SRF) is attached along with enquiry for your reference only

**B) QUALITY REQUIREMENTS: (FOR KOTHAGUDEM STG-7, WANAKBORI U-8 AND BANHARPALLI U-3 PROJECTS):**

**1. For Indigenous supplier:**

- a) Standard quality plan no. QA/BI/QP/100 Rev. 00 is to be followed. Kindly give your acceptance for the same (enclosed).
- b) Inspection of material would be done by BHEL nominated inspection agency "**M/s SGS**" as per standard quality plan no. QA/BI/QP/100 Rev. 00. Kindly confirm. **All third party inspection charges for Indigenous scope of supply shall be to BHEL account.**

**2. In case of foreign Supplier:**

- a) Standard quality plan no. QA/BI/QP/100 Rev. 00 is to be followed. Kindly give your acceptance for the same (enclosed).
- b) Inspection of material would be done by BHEL nominated inspection agency (M/s LRS/TUV/BV) as per standard quality plan no. **QA/BI/100 Rev. 00. "Charges for above mentioned third party inspection agency will be to vendor scope. Please quote your valuable offer inclusive of third party inspection charges for foreign scope of inspection. In case, nothing is mentioned in your offer then your valuable offer will be evaluated considering inclusive inspection charges".**

***Kindly ensure the timely submission of your offer (latest by 13:45 Hrs. IST on the due date) and note that Late Offers shall not be entertained under any circumstances.***



THE ADDITIONAL GENERAL MANAGER (PPX-BOI)  
BHARAT HEAVY ELECTRICALS LIMITED,  
Heavy Electrical Equipment Plant  
Ranipur, Haridwar – 249403 (UK), India

**Tender Enquiry No. B/4011/2015/5912V1 for the requirements of Lifting Beam for Kothagudem STG-7, Wanakbori U-8 and Banharpalli U-3 projects.**

The technical specifications/drawings/other documents 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 (i.e. Part -I).

**LIST OF ENCLOSURES**

<b><u>Commercial Documents</u></b>		
	<b><u>Document No.</u></b>	<b><u>Number of pages</u></b>
1.	ENQ. NUMBER B/4011/2015/5912V1	03
2.	INSTRUCTION TO BIDDERS	03
3.	PRE-QUALIFICATION REQUIREMENTS/ Annexure -A	01
4.	SPECIAL INSTRUCTIONS / Annexure B	01
5.	MSE SUPPLIER CERTIFICATE/ Annexure-1	01
6.	TERM AND CONDITIONS OF TENDER ENQUIRY (foreign supplier)	05
7.	TERM AND CONDITIONS OF TENDER ENQUIRY (Indian supplier)	04
8.	INTEGRITY PACT REQUIREMENTS	08
9.	SUPPLIER REGISTRATION FORM (for foreign supplier)	04
10.	SUPPLIER REGISTRATION FORM (for Indian supplier)	19
	<b>TOTAL PAGES</b>	<b>49</b>

<b><u>Technical Documents</u></b>		
	<b><u>Document No.</u></b>	<b><u>Number of pages</u></b>
1.	<b>For Kothagudem STG-7 &amp; Wanakbori U-8 projects-</b> Drg. No. 01209058000 & TDC-F-01209058000	12
2.	<b>For Banharpalli U-3 project-</b> Drg. No. 01209048000 & TDC-F-01209048000	12
3.	QUALITY PLAN QA/BI/QP/100 Rev. 00	03
	<b>TOTAL PAGES</b>	<b>27</b>
	<b>Grand total Pages</b>	<b>76</b>

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Sudarshan Ram  
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AGM (PPX-BOI)  
01334-284269

## **INTEGRITY PACT**

### **Between**

Bharat Heavy Electricals Ltd. (BHEL), a company registered under the Companies Act 1956 and having its registered office at "BHEL House", Siri Fort, New Delhi – 110049 (India) hereinafter referred to as "The Principal", which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the ONE PART

### **and**

\_\_\_\_\_, (description of the party along with address), hereinafter referred to as "The Bidder/ Contractor" which expression unless repugnant to the context or meaning hereof shall include its successors or assigns of the OTHER PART

### **Preamble**

The Principal intends to award, under laid-down organizational procedures, contract/s for

\_\_\_\_\_  
\_\_\_\_\_. The Principal values full compliance with all relevant laws of the land, rules and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder(s)/ Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitor(s), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

## **Section 1 – Commitments of the Principal**

- 1.1 The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  - 1.1.1 No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
  - 1.1.2 The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
  - 1.1.3 The Principal will exclude from the process all known prejudiced persons.
- 1.2 If the Principal obtains information on the conduct of any of its employees which is a penal offence under the Indian Penal Code 1860 and Prevention of Corruption Act 1988 or any other statutory penal enactment, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

## **Section 2 – Commitments of the Bidder(s)/ Contractor(s)**

- 2.1 The Bidder(s)/ Contractor(s) commit himself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
  - 2.1.1 The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to the Principal or to any of the Principal's employees involved

in the tender process or the execution of the contract or to any third person any material, immaterial or any other benefit which he / she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

- 2.1.2 The Bidder(s)/ Contractor(s) will not enter with other Bidder(s) into any illegal or undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
- 2.1.3 The Bidder(s)/ Contractor(s) will not commit any penal offence under the relevant IPC/ PC Act; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- 2.1.4 The Bidder(s)/ Contractor(s) will, when presenting his bid, disclose any and all payments he has made, and is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- 2.2 The Bidder(s)/ Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

### **Section 3 – Disqualification from tender process and exclusion from future contracts**

If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of Section 2 above, or acts in any other manner such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Contractor(s) from the tender process or take action as per the separate "Guidelines on Banning of Business dealings with Suppliers/ Contractors". framed by the Principal.

### **Section 4 – Compensation for Damages**

- 4.1 If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent Earnest Money Deposit/Bid Security.
- 4.2 If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.

### **Section 5 – Previous Transgression**

- 5.1 The Bidder declares that no previous transgressions occurred in the last 3 years with any other company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
- 5.2 If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

## **Section 6 – Equal treatment of all Bidders/ Contractors/ Sub-contractors**

- 6.1 The Bidder(s)/ Contractor(s) undertake(s) to obtain from all subcontractors a commitment consistent with this Integrity Pact and report Compliance to the Principal. This commitment shall be taken only from those sub-contractors whose contract value is more than 20 % of Bidder's/ Contractor's contract value with the Principal. The Bidder(s)/ Contractor(s) shall continue to remain responsible for any default by his Sub-contractor(s).
- 6.2 The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.
- 6.3 The Principal will disqualify from the tender process all bidders who do not sign this pact or violate its provisions.

## **Section 7 – Criminal Charges against violating Bidders/ Contractors /Sub-contractors**

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

## **Section 8 –Independent External Monitor(s)**

- 8.1 The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

- 8.2 The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the CMD, BHEL.
- 8.3 The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all contract documentation of the Principal including that provided by the Bidder(s)/ Contractor(s). The Bidder(s)/ Contractor(s) will grant the monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his contract documentation. The same is applicable to Sub-contractor(s). The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s) / Sub-contractor(s) with confidentiality.
- 8.4 The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the contract provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- 8.5 As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or heal the situation, or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
- 8.6 The Monitor will submit a written report to the CMD, BHEL within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- 8.7 The CMD, BHEL shall decide the compensation to be paid to the Monitor and its terms and conditions.
- 8.8 If the Monitor has reported to the CMD, BHEL, a substantiated suspicion of an offence under relevant IPC / PC Act, and the CMD, BHEL has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the

Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8.9 The number of Independent External Monitor(s) shall be decided by the CMD, BHEL.

8.10 The word 'Monitor' would include both singular and plural.

### **Section 9 – Pact Duration**

9.1 This Pact begins and shall be binding on and from the submission of bid(s) by bidder(s). It expires for the Contractor 12 months after the last payment under the respective contract and for all other Bidders 6 months after the contract has been awarded.

9.2 If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified as above, unless it is discharged/ determined by the CMD, BHEL.

### **Section 10 – Other Provisions**

10.1 This agreement is subject to Indian Laws and jurisdiction shall be registered office of the Principal, i.e. New Delhi.

10.2 Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

10.3 If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

10.4 Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

10.5 Only those bidders/ contractors who have entered into this agreement with the Principal would be competent to participate in the bidding. In other words, entering into this agreement would be a preliminary qualification.

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For & On behalf of the Principal

For & On behalf of the Bidder/ Contractor

(Office Seal)

(Office Seal)

Place-----

Date-----

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

(Name & Address) \_\_\_\_\_

(Name & Address) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Certificate by Chartered Accountant on letter head

This is to Certify that M/s .....  
(hereinafter referred to as 'company') having its registered office at.....is  
registered under MSMED Act 2006, (Entrepreneur Memorandum No (Part- II)  
.....dtd:.....,

Category :.....(Micro/Small). (Copy enclosed).

Further verified form the Books of Accounts that the investment of the company as  
on date .....as per MSMED Act 2006 is as follows:

1. **For Manufacturing Enterprises:** Investment in plant and machinery (i.e. original cost excluding land and  
building and the items specified by the Ministry of Small Scale Industries vide its notification No.  
S.O.1722 (E) dated October 5, 2006:

Rs.....Lacs

2. **For Service Enterprises:** Investment in equipment (original cost excluding land and building and furniture,  
fittings and other items not directly related to the service rendered or as may be notified under the MSMED  
act, 2006:

Rs.....Lacs

**(Strike off whichever is not applicable)**

The above investment of Rs .....Lacs is within permissible limit of Rs..... Lacs for  
.....micro / small (Strike off which is not applicable) Category under MSMED Act 2006.

Or

The company has been graduated from its original category (Micro / Small) **(Strike off whichever is not  
applicable)** and the date of graduation of such enterprises from its original category is .....  
(dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprises from  
its original category as notified vide S.O. No. 3322(E) dated 01.11.2013 published in the gazette notification  
dated 04.11.2013 by Ministry of MSME.

Date:

(Signature)

Name-

Membership Number-

Seal of Chartered Accountant

**TERMS AND CONDITIONS FOR TWO PARTS TENDER ENQUIRY FOR FOREIGN SUPPLIERS (Annexure-C)**

You are requested to kindly confirm the following commercial terms and conditions. Duly ink 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.**

S. N.	Terms	Description	Your confirmation
1.	<b>Document Checklist:</b>	<p>Kindly confirm that the following documents have been submitted along with your offer:</p> <ol style="list-style-type: none"> <li>1. Requisite EMD.</li> <li>2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-B).</li> <li>3. Pre-Qualification Requirements (as defined in Annexure-A).</li> <li>4. Experience Details</li> <li>5. Any other document as specified in “<b>Instructions to Bidders</b>”.</li> <li>6. Please note that all details required in supplier registration form to be filled and submitted on online supplier registration portal on <a href="http://www.bhel.com">www.bhel.com</a> or <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a> along with complete documents. However, Supplier Registration Form (SRF) is attached along with enquiry for your reference only.</li> </ol>	
		Please ensure that documents submitted with the offer/bid shall be signed and stamped in each page by authorized representative of the bidder.	
2.	<b>Basis of Quotation:</b>	<p>Kindly confirm that Import &amp; Indigenous scope of supply have been mentioned separately in your offer (if applicable).</p> <p><b>For Indigenous Scope of Supply (If any):</b>                      Kindly confirm that the prices have been quoted on freight pre-paid up to destination basis. The goods can be dispatched through any Bank approved transporters having their branch at Haridwar. The names and addresses of transporters approved by IBA as well as BHEL are posted at our website <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a>.</p> <p><b>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. No demurrage charges would be payable by BHEL. Kindly confirm.</b></p> <p><b>For Import scope of Supply:</b>                      Please quote on FOB as well as CFR Mumbai Basis. Freight/shipping charges shall be quoted separately in the offer. Please confirm</p> <p>Please note that BHEL Reserves the right to place the order either on FOB or CFR, Mumbai basis. In case order is placed on CFR, Mumbai basis then Transportation from port of origin to Mumbai Port shall be to your account.</p> <p><b>3. Please Inform Name of your FOB port.</b></p>	
3.	<b>Bank Charges:</b>	Kindly Confirm that Bank Charges shall be either side.	
4.	<b>Technical Requirements:</b>	<p><b>Kothagudem Stg-7 &amp; Wanakbori U-8 projects:</b> Please quote your valuable offer as per <b>Drg No. 01209058000 &amp; TDC-F-01209058000</b> (copy enclosed).</p> <p><b>Banharpalli U-3 project:</b> Please quote your valuable offer as per <b>Drg No. 01209048000 &amp; TDC-F-01209048000-00</b> (copy enclosed).</p>	
5.	<b>Insurance:</b>	The Transit Insurance will be arranged by BHEL. Please quote your offer keeping this in view.	
6.	<b>Evaluation criterion:</b>	Evaluation of tender shall be done on total landed cost to BHEL project wise basis (i.e. inclusive of basic material cost, Packing & forwarding, taxes / duties, freight/shipment charges up to site.... Etc.).	

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7.	<b>Validity:</b>	<p>Confirm that your offer shall be valid for 180 days from the date of tender opening.</p> <p><b>BHEL will reserve the right to reject any or all quotations, quoting validity less than 180 days.</b></p>	
8.	<b>Engineering Document Approval:</b>	<p>Drawings/Data sheets/documents/QAP as called 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/QAP within 30 days of their receipt provided those are complete in all respect.</p> <p><b>Any delay in delivery on account of late submission of drawings/other documents/QAP shall be to vendor's account. Kindly confirm.</b></p>	
9.	<b>Quality Requirements:</b>	<p><b>For Kothagudem STG-7, Wanakbori U-8 &amp; Banharpalli U-3 projects:</b></p> <p><b>1) For Indigenous scope of supply (if any):</b></p> <p>i. Standard quality plan no. QA/BI/QP/100 Rev. 00 is to be followed. Kindly give your acceptance to follow the same (enclosed).</p> <p>ii. Inspection of material would be done by BHEL nominated inspection agency <b>"M/s SGS"</b> as per standard quality plan no. QA/BI/QP/100 Rev. 00. Kindly confirm. <b>All third party inspection charges for Indigenous scope of supply shall be to BHEL account.</b></p> <p><b>2) For foreign scope of supply:</b></p> <p>i. Standard quality plan no. QA/BI/QP/100 Rev. 00 is to be followed. Kindly give your acceptance to follow the same (enclosed).</p> <p>ii. Inspection of material would be done by BHEL nominated inspection agency (M/s LRS/TUV/BV) as per standard quality plan no. <b>QA/BI/100 Rev. 00. "Charges for above mentioned third party inspection agency will be to vendor scope. Please quote your valuable offer inclusive of third party inspection charges for foreign scope of inspection. In case, nothing is mentioned in your offer then your valuable offer will be evaluated considering inclusive inspection charges"</b>.</p> <p><b>At least 15 days' prior notice should be provided to BHEL nominated third party inspection agency for arranging the pre-inspection at your works. Any delay in this regards will be to your account. Please quote accordingly.</b></p>	
10.	<b>MDCC (Material dispatch clearance certificate) Clause:</b>	<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 test certificates (TC's) and inspection report to BHEL. BHEL will issue MDCC within 7 days of receipt TCs &amp; IR, <b>if complete &amp; clear w.r.t. approved technical documents and quality plan.</b></p>	
11.	<b>Penalty Clause:</b>	<p>Kindly confirm that penalty for late delivery w.r.t. 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 maximum of 10% of the total order value.</p> <p><b>Date of GR/LR/BL/AWB shall be treated as delivery date for all purposes.</b></p> <p><b>Loading for deviation in penalty for LD clause:</b> - 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>	
12.	<b>Right of Acceptance clause:</b>	<p>BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. <b>BHEL also reserves the right to Increase or decrease the tendered quantities.</b> 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.</p>	

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13.	<b>Payment Terms clause:</b>	<p><b>For Import scope of supply:</b></p> <p>a) 90 % payment shall be through un-confirmed &amp; irrevocable letter of credit against presentation of shipping documents and balance 10 % payment after successfully completion of guarantee period.</p> <p>b) LC shall be opened 60 days prior to scheduled delivery with validity of 90 days from the date of LC opening. LC would be opened after receipt of intimation of material readiness from the supplier.</p> <p align="center"><b>Or</b></p> <p>90 % payment against presentation of dispatch documents through bank or direct to BHEL and balance 10 % payment after successfully completion of guarantee period.</p> <p><b>For Indigenous scope of supply (if any):</b></p> <p>90 % payment against presentation of dispatch documents through bank or direct to BHEL and balance 10 % payment after successfully completion of guarantee period.</p> <p><b>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.</b></p>	
14.	<b>Guarantee/ Warranty clause:</b>	<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 equipment, <b>whichever is earlier.</b></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><b>*Loading for deviation in Guarantee/ Warranty period:</b></p> <p>In case of deviation in this clause your offer would be evaluated with loaded as per BHEL practice/policy. Guarantee/ Warranty offered below 18 months from the date of supply are liable for rejected.</p>	
15.	<b>Arbitration Clause :</b>	<p><b>Arbitration Clause (For Indigenous Orders):-</b> 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 administrative head of Bharat Heavy Electrical Ltd., at Hardwar. The award of the Arbitrator shall be final and binding on both the parties. The Arbitrator shall have the power to extend, from time to time, the time for making his award with the consent of all parties.</p> <p><b>Arbitration Clause (For Import Orders):-</b> Any dispute/difference arising out of or in connection with this contract, including any question regarding its existence, validity or termination, shall be referred to and finally resolved by arbitration under the Arbitration and Conciliation Act, 1996 of India by a Sole Arbitrator to be appointed with mutual consent of the parties. Such Sole Arbitrator shall be either a retired judge of Supreme Court or High Court or District Court of India or some Advocate having practiced in Indian Courts. The seat or place of arbitration shall be New Delhi, India. The language to be used in the arbitration shall be English. The governing law of the contract shall be the substantive law of India. In case the parties fail to agree on the appointment of arbitrator within 2 months of the notice invoking arbitration by one party, then the arbitrator shall be appointed in accordance with the Arbitration and Conciliation Act, 1996 of India.</p> <p>JURISDICTION: The courts of Haridwar, India, shall have exclusive jurisdiction.</p> <p>Please note that deviation in arbitration clause shall not acceptable.</p>	

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16.	<b>Risk Purchase clause:</b>	In case of abnormal delays (beyond the maximum late delivery period as per Penalty clause) 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. BHEL will take all reasonable steps to get the material from alternate source at optimum cost. If bidder does not agree to the above Risk Purchase Clause, BHEL reserves the right to reject the offer. In case for compelling reasons BHEL accepts the offer without acceptance of this clause by the bidder and in the eventuality of Risk Purchase, appropriate action will be taken as per BHEL extant rules. This will be without prejudice to any other right of BHEL under the contract. <b>Please note that deviation in Risk purchase clause shall not acceptable.</b>	
17.	<b>Origin of Quotation:</b>	<b>Origin of Quotation:</b> - 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.	
18.	<b>Deviation: (if any)</b>	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.	
19.	<b>Custom Duty (For Import Scope) and Excise duty (For indigenous scope) if any:</b>	At present, following <b>Custom Duties/Excise duties</b> are applicable:  <b>(A) Banharpalli U-3 project: Project Import / Excise on merit</b> <b>(B) Kothagudem STG-7 project: Project Import / Excise on merit</b> <b>(C) Wanakbori U-8 project: Project Import / Excise on merit</b>	
20.	<b>CST/ VAT (If applicable, Indigenous scope of supply):</b>	<b>In case of VAT:</b> Please inform the location of your works and applicable VAT Charges within the state. Banharpalli U-3 project: <b>Odisha</b> Kothagudem STG-7 project: <b>Telangana</b> Wanakbori U-8 project: <b>Gujarat</b>	
		<b>In case of CST:</b> This is E-1 transaction. BHEL shall be issue "C Form". After issue "C Form" by BHEL vendor has to submit E-1 Form to BHEL. Kindly confirm.	
21.	<b>Business Dealing clause:</b>	Please note that BHEL will deal directly with manufacturer and no correspondence with the agent will be entertained. The ink signed offer / bid in original has to be submitted by the registered manufacturer / OEMs directly to BHEL. Subsequently also, no correspondence of any type shall be entered into with the agents. <b>Bids submitted by agents may not be considered for evaluation and shall be returned to them only, without assigning any reason. Please note the same.</b> <b>Also the name of principal supplier should be indicated on envelope in addition to Enquiry no and due date.</b>	
22.	<b>General Terms:</b>	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.	
		Confirm that Approx. Weight & Volume of the packages has been mentioned in techno-Commercial Offer (Part-1).	
		Please note that the exchange rate for evaluation would be taken as <b>TT Selling rate of SBI</b> as on scheduled date of tender opening ( <b>Part-1 bid, i.e. techno-commercial offer</b> ).	
		Confirm that prices will remain firm and fixed during the entire validity and execution of the project.	

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		Kindly confirm that the delivery period in no. of weeks/Months from the date of issue of purchase order.	
		Kindly confirm no technical deviation taken in submitted offer with respect to requirements mentioned in BHEL Drg No. <b>01209058000 &amp; TDC-F-01209058000-00 for Kothagudem STG-7 &amp; Wanakbori U-8 projects and as per Drg No. 01209048000 &amp; TDC-F-01209048000-00 for Banharpalli U-3 project.</b>	
		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.	
23.	<b>Documents submission:</b>	Kindly confirm that quoted offer by you have been complied all technical requirements as given in tender documents and submit all documents to BHEL as per tender specifications and drawings without any deviations.	
24.		Please note that in unlikely event of delay in dispatches (for reason attributed to either side) your invoices would be processed after suitable deduction as per PO clause. Any issue/dispute regarding deduction of penalty for LD can be settled later on. This would help in earlier processing of invoice.	
25.	<b>Integrity pact requirement</b>	Integrity pact is enclosed with the commercial documents. Please ensure submission of Integrity pact, duly filled and ink signed along with your offer.	
26.	<b>Reverse Auction</b>	<p>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. <b>Kindly give your acceptance for participation in RA.</b></p> <p>Non-acceptance to participate in RA may result in non-consideration of your bids, in case BHEL decides to go for RA.</p> <p>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 tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.</p>	

**Signature of supplier with Seal**

**TERMS AND CONDITIONS FOR TWO PARTS TENDER ENQUIRY FOR INDIGENOUS SUPPLIERS (ANNEXURE-C)**

You are requested to kindly confirm the following commercial terms and conditions. Duly filled, ink 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.	<b>Document Checklist:</b>	<p>Kindly confirm that the following documents have been submitted along with your offer:</p> <ol style="list-style-type: none"> <li>1. Requisite EMD.</li> <li>2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-B).</li> <li>3. Pre-Qualification Requirements (as defined in Annexure-A).</li> <li>4. Experience Details</li> <li>5. Any other document as specified in <b>“Instructions to Bidders”</b>.</li> <li>6. Please note that all details required in supplier registration form to be filled and submitted on online supplier registration portal on <a href="http://www.bhel.com">www.bhel.com</a> or <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a> along with complete documents. However, Supplier Registration Form (SRF) is attached along with enquiry for your reference only.</li> </ol>	
		Please ensure that documents submitted with the offer/bid shall be signed and stamped in each page by authorized representative of the bidder.	
2.	<b>Basis of Quotation:</b>	<p>Kindly confirm that the prices have been quoted on freight pre-paid up to 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 <a href="http://www.bhelhwr.co.in">www.bhelhwr.co.in</a>.</p> <p><b>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. No demurrage charges would be payable by BHEL. Kindly confirm.</b></p>	
3.	<b>Evaluation criterion:</b>	Evaluation of tender shall be done on total landed cost to BHEL project wise basis (i.e. inclusive of basic material cost, Packing & forwarding, taxes / duties, freight/shipment charges up to site.... Etc.).	
4.	<b>Bank Charges:</b>	Kindly Confirm that Bank Charges shall be either side.	
5.	<b>Technical Requirement:</b>	<p><b>Kothagudem Stg-7 &amp; Wanakbori U-8 projects:</b> Please quote your valuable offer as per <b>Drg No. 01209058000 &amp; TDC-F-01209058000</b> (copy enclosed).</p> <p><b>Banharpalli U-3 project:</b> Please quote your valuable offer as per <b>Drg No. 01209048000 &amp; TDC-F-01209048000-00</b> (copy enclosed).</p>	
6.	<b>Validity:</b>	<p>Confirm that your offer shall be valid for 180 days from the date of tender opening.</p> <p><b>BHEL will reserve the right to reject any or all quotations, quoting validity less than 180 days.</b></p>	
7.	<b>Engineering Documents Approval:</b>	<p>Drawings/Data sheets/documents/QAP as called 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 these drawings/data sheets/documents/QAP within 30 days of their receipt provided those are complete in all respect.</p> <p><b>Any delay in delivery on account of late submission of drawings/other documents / QAP shall be to vendor’s account. Kindly confirm.</b></p>	

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8.	<b>Insurance:</b>	The Transit Insurance will be arranged by BHEL. Please send your offer keeping this in view.	
9.	<b>Quality Requirements:</b>	<p><b>For Kothagudem Stg-7, Wanakbori U-8 &amp; Banharpalli U-3 projects:</b></p> <p>i. Standard quality plan no. QA/BI/QP/100 Rev. 00 is to be followed. Kindly give your acceptance to follow the same (enclosed).</p> <p>ii. Inspection of material would be done by BHEL nominated inspection agency “M/s SGS” as per standard quality plan no. QA/BI/QP/100 Rev. 00. Kindly confirm. <b>All third party inspection charges for Indigenous scope of supply shall be to BHEL account.</b></p> <p><b>At least 15 days’ prior notice should be provided to BHEL nominated third party inspection agency for arranging the pre-inspection at your works. Any delay in this regards will be to your account. Please quote accordingly.</b></p>	
10.	<b>MDCC (Material dispatch clearance certificate) Clause:</b>	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 test certificates (TC’s) and inspection report to BHEL. BHEL will issue MDCC within 7 days of receipt TCs & IR, <b>if complete &amp; clear w.r.t. approved technical documents and quality plan.</b>	
11.	<b>Payment Terms:</b>	<p>90 % payment against presentation of dispatch documents through bank or direct to BHEL and balance 10 % payment after successfully completion of guarantee period.</p> <p><b>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.</b></p>	
12.	<b>Penalty Clause:</b>	<p>Kindly confirm that penalty for late delivery w.r.t. 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 maximum of 10% of the total order value.</p> <p><b>Date of GR/LR shall be treated as delivery date for all purposes.</b></p> <p><b>Loading for deviation in penalty for LD clause:</b> - 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>	
13.	<b>Guarantee/ Warranty Clause:</b>	<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 equipment, <b>whichever is earlier.</b></p> <p><b>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.</b></p> <p><b>*Loading for deviation in Guarantee/ Warranty period:</b> In case of deviation in this clause your offer would be evaluated with loaded as per BHEL practice/policy. Guarantee/ Warranty offered below 18 months from the date of supply are liable for rejected.</p>	
14.	<b>Arbitration Clause:</b>	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.	

**Tender Enquiry No. B/4011/2015/5912V1 for the requirements of Lifting Beam**

15.	<b>Risk Purchase:</b>	In case of abnormal delays (beyond the maximum late delivery period as per Penalty clause) 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. BHEL will take all reasonable steps to get the material from alternate source at optimum cost. If bidder does not agree to the above Risk Purchase Clause, BHEL reserves the right to reject the offer. In case for compelling reasons BHEL accepts the offer without acceptance of this clause by the bidder and in the eventuality of Risk Purchase, appropriate action will be taken as per BHEL extant rules. This will be without prejudice to any other right of BHEL under the contract. <b>Please note that deviation in Risk purchase clause shall not acceptable.</b>	
16.	<b>Right of Acceptance:</b>	<b>Right of Acceptance</b> – BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. <b>BHEL also reserves the right to Increase or decrease the tendered quantities.</b> 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.	
17.	<b>Origin of Quotation:</b>	<b>Origin of Quotation:</b> - 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.	
18.	<b>Deviation: (if any)</b>	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.	
19.	<b>Excise Duty:</b>	At present, Following excise duties are applicable:  <b>Banharpalli U-3 project: ED on merit</b> <b>Kothagudem STG-7 project: ED on merit</b> <b>Wanakbori U-8 project: ED on merit</b>	
20.	<b>In case of VAT:</b>	<b>In case of VAT:</b> Please inform the location of your works and applicable VAT charges with in state.  <b>A) Banharpalli project: Odisha</b> <b>B) Kothagudem STG-7 project: Telangana</b> <b>C) Wanakbori U-8 project: Gujarat</b>	
	<b>In case of CST:</b>	<b>In case of CST:</b> This is E-1 transaction. BHEL shall be issue “C form”. After issue “C Form” by BHEL, vendor has to submit E-1 Form to BHEL. Kindly confirm.	
21.	<b>Business Dealing:</b>	Please note that BHEL will deal directly with manufacturer and no correspondence with the agent will be entertained. The ink signed offer / bid in original has to be submitted by the registered manufacturer / OEMs directly to BHEL. Subsequently also, no correspondence of any type shall be entered into with the agents. <b>Bids submitted by agents may not be considered for evaluation and shall be returned to them only, without assigning any reason. Please note the same.</b>  <b>Also the name of principal supplier should be indicated on envelope in addition to Enquiry no and due date.</b>	
22.	<b>General Terms:</b>	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.	

**Tender Enquiry No. B/4011/2015/5912V1 for the requirements of Lifting Beam**

		Confirm that Approx. Weight & Volume of the packages has been mentioned in techno-Commercial Offer (Part-1).	
		Confirm that prices will remain firm and fixed during the entire validity and execution of the project.	
		Kindly confirm that the delivery period in no. of weeks/months from the date of issue of purchase order.	
		Kindly confirm no technical deviation taken in submitted offer with respect to requirements mentioned in BHEL Drg No. 01209058000 & TDC-F-01209058000-00 for Kothagudem Stg-7 & Wanakbori U-8 projects and as per Drg No. 01209048000 & TDC-F-01209048000-00 for Banharpalli U-3 project.	
		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 specification/requirement/scope/terms and conditions, the bidders may be asked by BHEL to submit only the price impact bid for such changes only.	
23.	<b>Documents submission:</b>	Kindly confirm that quoted offer have been complied all technical requirements as given in tender documents and submit all documents to BHEL as per tender specifications and drawings without any deviations.	
24.	<b>Reverse Auction:</b>	<p>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. <b>Kindly give your acceptance for participation in RA.</b></p> <p>Non-acceptance to participate in RA may result in non-consideration of your bids, in case BHEL decides to go for RA.</p> <p>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 tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.</p>	
25.		Please note that in unlikely event of delay in dispatches (for reason attributed to either side) your invoices would be processed after suitable deduction as per PO clause. Any issue/dispute regarding deduction of penalty for LD can be settled later on. This would help in earlier processing of invoice.	
26.	<b>Integrity pact requirement</b>	Integrity pact is enclosed with the commercial documents. Please ensure submission of Integrity pact, duly filled and ink signed along with your offer.	

**Signature of supplier with Seal**

	Annexure-III  <b>GUIDELINES TO FOREIGN SUPPLIERS FOR FILLING UP SUPPLIER REGISTRATION FORM</b>	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](http://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](http://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 <b>CHECK-LIST FOR FOREIGN          SUPPLIERS REGISTRATION FORM</b>	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	II of II

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.	

Signature & seal  
(Authorised Signatory)

Date :

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

**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

	<b>Annexure-II</b> <b>GUIDELINES TO INDIAN SUPPLIERS</b> <b>FOR FILLING-UP</b> <b>SUPPLIER REGISTRATION FORM</b>	Document No.	AA:MM:SR:01
		Revision No.	01
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- Prospective Suppliers may also visit our web site [www.bhel.com](http://www.bhel.com) (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
- Registration Form may be obtained from BHEL website [www.bhel.com](http://www.bhel.com).
- 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


- In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
- Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
- The Supplier Registration Form has four parts:

Part A	Organisational Information	Form no. SRF(I)01 – page 1 to 10
Part B	Quality System	Form no. SRF(I)01 - page 11 to 12
Part C	Technical Competence	Form no. SRF(I)01 page 13 (if sent by BHEL)
Part D	Score Sheet (to be filled by BHEL)	Form no. SRF(I)01 page 14 to 17

The set of formats to be filled by different category of suppliers is as follows:

Sl.No	Supplier Category	Formats
1.	Indian Suppliers ( manufacturers )	- Organisational Information - Quality System - Technical Competence
2.	Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal	- Organisational Information SRF(I)01- Part A (page 1 to 10 except Sl. No. 5.1, 5.2, 6.6, 6.7, 7 & 8)

- 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.
- 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.
- 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.
- 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.
- Incomplete forms will be rejected.
- Any information / clarification required by BHEL during evaluation must be given expeditiously.
- 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.
- Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
- If you are attaching a document in a language other than Hindi/ English, a self attested Hindi/ English translated document may please be also attached.

	<b>Annexure-II</b> <b>Check List for Indian Supplier</b> <b>Registration Form</b>	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	II of II

Sl.No.	Check-Point	Yes/No
1.	Information against all points under “Organizational Information” (Part-A) has been given.	
2.	All enclosures and supporting documents have been enclosed.	
3.	Summary list of enclosures has been furnished as per S.N.10 of Organisational Information form no. SRF (I) 01 & S.N 12 of Quality system form no. SRF (I) 01.	
4.	Are you an ISO 9001 accredited supplier?	
5.	If yes, have you enclosed "Table of Contents" of your Quality Manual and copy of ISO 9001 accreditation certificate?	
6.	Have you filled up Quality System format given in Part B?	
7.	Technical requirements, specifications, drawings, standards have been received from BHEL before filling up Technical Competence, Part C.	
8.	All the parts of the form & enclosures have been signed by Authorised Signatory.	
9.	Have you attached EFT details? (In original, Certified by the bank)	
10.	If you are seeking registration for a MSME company (as per MSME Act of Government of India), have you attached requisite certificate as per Act?	

Date :

Signature & seal

(Authorised Signatory)

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

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

**FORM NO. SRF(I) 01 (INDIAN SUPPLIER)**

**ANNEXURE-II**

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**INFORMATION WITH \* MARKS IS SCOREABLE.**

**PART- A : ORGANISATIONAL SOUNDNESS**

ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR, WHEREVER IT IS NOT APPLICABLE, PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED. **PLEASE ATTACH SEPARATE SHEET, IF SPACE AVAILABLE IS INADEQUATE.**

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

<b>ORGANISATIONAL INFORMATION</b>			
<b>NAME AND CORRESPONDENCE ADDRESS OF THE SUPPLIER SEEKING REGISTRATION :-</b>			
<b>1.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR :</b>			
SL. NO.	DESCRIPTION	SIZE & RANGE	MFG. STD/ IS / DIN /BS ETC.
<b>SUPPLIER'S AUTHORISED SIGNATORY</b>		<b>BHEL CERTIFIED ASSESSOR</b>	

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

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**ORGANISATIONAL INFORMATION**

**2.0 GENERAL INFORMATION :**

2.1 NAMES OF THE WORKS/DIVISION (Products manufactured at each works to be mentioned :

ADDRESS :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

2.2 NAME OF CHIEF EXECUTIVE /  
PROPRIETOR / PARTNER & ADDRESS :

2.3 DETAILS OF AUTHORISED SIGNATORY FOR SEEKING CLARIFICATION :

NAME :

DESIGNATION :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

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**ORGANISATIONAL INFORMATION**

**3.0 OWNERSHIP INFORMATION : DOCUMENTS TO BE FURNISHED**

3.1 GOVT. OF INDIA UNDERTAKING:

OR

STATE GOVT. UNDERTAKING :

OR

LIMITED COMPANY, :

MEMORANDUM AND  
ARTICLES OF ASSOCIATION

OR

PRIVATE COMPANY :

MEMORANDUM AND  
ARTICLES OF ASSOCIATION

OR

CO-OPERATIVE SOCIETY, :

SOCIETY RULES AND  
BYE LAWS

OR

PARTNERSHIP FIRM, :

PARTNERSHIP DEED

OR

PROPRIETORSHIP, :

PROFESSION TAX REGN.  
AND MUNICIPAL REGN.

ANY OTHER (SPECIFY) :

3.2 NATURE OF BUSINESS :

(MANUFACTURING UNIT/  
ENGG CONSULTANT/ EPC CONTRACTOR)

(AGENTS/ DISTRIBUTORS/STOCKISTS/DEALERS/  
TRADERS/ INDIAN SUBSIDIARY/ CHANNEL PARTNER – attach authorization  
certificate of principal)

3.3 YEAR OF ESTABLISHMENT :

\* 3.4 YEAR OF COMMENCEMENT OF BUSINESS :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

**FORM NO. SRF(I) 01 (INDIAN SUPPLIER)**

**ANNEXURE-II**

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**ORGANISATIONAL INFORMATION**

**4.0 REGISTRATION PARTICULARS**

( FURNISH DETAILS AND ENCLOSE COPY OF CERTIFICATE FOR THE FOLLOWING)

- 4.1 PERMANENT ACCOUNT NO :  
4.2 CENTRAL SALES TAX REGN NUMBER :  
4.3 STATE SALES TAX / TIN NUMBER :  
4.4 EXCISE DUTY REGN NUMBER :  
4.5 EXCISE CONTROL CODE NUMBER :  
4.6 SERVICE TAX REGN NUMBER :  
4.7 CATEGORY AS PER MSMED ACT : MICRO/ SMALL/ MEDIUM  
REGN NO. :  
VALID UPTO :  
(Attach Certificate)

**5.0 TOTAL ORGANISATIONAL STRENGTH : (ATTACH ORGANISATION CHART)**

- |  | GRADUATE | DIPLOMA | SKILLED | NON-SKILLED |
|--|----------|---------|---------|-------------|
| ENGINEERING :                                      |          |         |         |             |
| MANUFACTURING :                                    |          |         |         |             |
| QUALITY :  |          |         |         |             |
| COMMERCIAL /<br>SERVICE AFTER SALES :              |          |         |         |             |
| OTHERS :   |          |         |         |             |
| TOTAL :  |          |         |         |             |
| * 5.1 POWER BACKUP :<br>(GIVE DETAILS)             | YES/ NO  |         |         |             |
| * 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : | YES/ NO  |         |         |             |

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

**FORM NO. SRF(I) 01 (INDIAN SUPPLIER)**

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**ORGANISATIONAL INFORMATION**

**6.0 OTHER PARTICULARS :**

( FURNISH DETAILS AND ENCLOSE DOCUMENTARY EVIDENCE/ COPY OF CERTIFICATE FOR THE FOLLOWING)

\* 6.1 IF THE COMPANY IS ALREADY REGISTERED WITH ANY OF BHEL UNITS, GIVE :

6.1.1. BHEL UNIT'S NAME :

6.1.2. SUPPLIER REGN. CODE NO. :

6.1.3. ITEMS FOR WHICH REGISTERED & THEIR SPECIFICATION  
( ENCLOSE PROOF OF SUCCESSFUL EXECUTION OF  
ONE OR MORE PURCHASE ORDERS ) :

\* 6.2 IS THE COMPANY APPROVED BY  
ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /  
IBR / LLOYDS ETC FOR INTENDED  
MATERIAL CATEGORY? : YES / NO  
(ENCLOSE DOCUMENTARY EVIDENCE)

\* 6.3 IS THE COMPANY ISO 9001 APPROVED? : YES / NO  
(ENCLOSE CERTIFICATE & TOC OF QUALITY SYSTEM) :

\* 6.4 IS THE COMPANY AN ISO 14000 APPROVED? : YES / NO  
(ENCLOSE CERTIFICATE) :

\* 6.5 IS THE COMPANY OHSAS - 18000 APPROVED?: YES / NO  
(ENCLOSE CERTIFICATE)

\* 6.6 TECHNICAL COLLABORATOR :  
(FOREIGN OR INDIGENOUS)  
(ENCLOSE DOCUMENTARY EVIDENCE)

\* 6.7 R&D SET UP

6.8 DIRECTORS / PARTNERS, IF RELATED TO ANY  
BHEL EMPLOYEE.  
NAME :  
STAFE NO. :  
DESIGNATION :  
Unit & DEPARTMENT :  
RELATIONSHIP :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED  
SUPPLIER REGISTRATION FORM**

**FORM NO. SRF(I) 01 (INDIAN SUPPLIER)**

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**ORGANISATIONAL INFORMATION**

6.9 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 :

6.10 COMPANY'S WEEKLY HOLIDAYS :

WORKS                      OFFICE

6.11 EXPERIENCE LIST:

(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 . ALSO ATTACH PERFORMANCE CERTIFICATES ISSUED BY ANY TWO CLIENTS FOR SUCCESSFUL EXECUTION OF THE CONTRACTS FOR LAST TWO YEARS- FOR PEM)

\*6.12 DETAILS OF PENDING LEGAL ISSUES ON CONTRACTUAL ASPECTS WITH CUSTOMER , IF ANY

6.13 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

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)

NOTE :

Suppliers who have already submitted the above information are requested to submit a copy of the same.

SUPPLIER'S AUTHORISED SIGNATORY

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**7.0 MANUFACTURING FACILITIES:**

**\*7.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS (INCLUDING MATERIAL HANDLING FACILITY)**

SL. NO	DESCRIPTION OF MACHINE/EQUIPMENT	QUANTITY	MAKE & YEAR OF INSTALLATION	REMARKS

IN CASE OF SPACE LIMITATION, PLEASE ENCLOSE ANNEXURE / CATALOGUE WITH TAG

**\* 7.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	PROCESS OUTSOURCED	NAME OF THE COMPANY	DESCRIPTION OF MACHINE / EQUIPMENT	REMARKS

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

**\* 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE:**

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**ORGANISATIONAL INFORMATION**

**8.0 INSPECTION & TESTING FACILITIES:**

**\* 8.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT**

SL. NO	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	NOS.	MAKE & YEAR OF MANUFACTURING	LAST DATE OF CALIBERATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

**\* 8.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	TEST	SOURCE OF TESTING	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	APPROVAL OF EQUIPMENT/ PROCESS/PERSONNEL QUALIFICATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

**Note:**

**In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking**

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ORGANISATIONAL INFORMATION					
FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS					
9.0	Parameter	Year 1	Year 2	Year 3	Year 4
		(Years in ascending order, Money value in Rs. Lakhs )			
* 9.1	NET WORTH (Share Capital +Reserves)				
	Growth over previous year (%)	-----			
9.2	LONG TERM DEBT / LOAN				
* 9.3	DEBT EQUITY RATIO				
	$\frac{\text{Long term Debt (9.2)}}{\text{Net worth (9.1)}}$				
9.4	INVESTMENT IN: Land & Building				
	Plant & Machinery				
	Other Fixed Assets				
9.5*	NET CURRENT ASSETS				
	1 a) Cash on hand				
	b) Account receivable				
	c) Inventories				
	Total				
	CURRENT LIABILITY				
	2 a) Sundry creditors				
	b) Interest accrued but not due				
	c) Other liabilities				
	Total				
3	* QUICK RATIO				
	$\frac{\text{CA - INVENT. } \{9.5(1)-9.5(1)c\}}{\text{Current liability } \{9.5 (2)\}}$				
* 9.6	SALES				
	Growth over previous year (%)	-----			
* 9.7	PROFIT BEFORE TAX				
	Growth over previous year (%)	-----			
* 9.8	Whether the supplier has been referred to BIFR / NCLT / any other Govt agency ( If YES , enclose details)				YES / NO
* 9.9	Whether the supplier is a potential sick company.( If YES , enclose details)				YES / NO
<p>NOTE: 1. Copies of annual accounts (Balance Sheet) for the last four years (or from date of incorporation which ever is less) along with audit report are to be submitted. The above details shall be highlighted in the Balance Sheet.</p> <p>2. Status of Tax assessments done under various laws (Income Tax, VAT/Sales Tax, Excise &amp; Service Tax, Custom) and details of disputes pending, if any, with these authorities to be submitted.</p>					
SUPPLIER'S AUTHORISED SIGNATORY			BHEL CERTIFIED ASSESSOR		

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## ORGANISATIONAL INFORMATION

**10. LIST OF ENCLOSURES** (Tags to be put on enclosures) :

- (i) MEMORANDUM AND ARTICLES OF ASSOCIATION / SOCIETY RULES AND BYE LAWS / PARTNERSHIP DEED/ PROFESSION TAX REGN & MUNICIPAL REGN. : YES / NO
- (ii) Copy of certificate of following:-
- PERMANENT ACCOUNT NO : YES / NO
  - CENTRAL SALES TAX REGN NUMBER : YES / NO
  - STATE SALES TAX / TIN NUMBER : YES / NO
  - EXCISE DUTY REGN NUMBER : YES / NO
  - EXCISE CONTROL CODE NUMBER : YES / NO
  - SERVICE TAX REGN NUMBER : YES / NO
  - REGN NUMBER OF CATEGORY AS PER MSMED ACT : YES / NO
- (iii) ORGANISATION CHART : YES / NO
- (iv) If registered with any other BHEL Unit,
- LETTER OF REGISTRATION WITH BHEL UNIT : YES / NO
  - PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS : YES / NO
- (v) Letter of approval from ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS / IBR / LLOYDS ETC : YES / NO
- (vi) Accreditation certificate for
- ISO: 9001 : YES / NO
  - TOC of Quality System Manual : YES / NO
  - ISO : 14000 : YES / NO
  - OHSAS , ISO 18000 : YES / NO
- (vii) Letter regarding technical collaboration : YES / NO
- (viii) Experience List / Performance certificate : YES / NO
- (ix) Balance Sheet for the last four years along with audit Report : YES / NO
- (x) Principal's authorization in case of dealers/ agents : YES / NO
- (xi) EFT Bank's certificate : YES / NO

I /WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS & SPECIFICATIONs SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND/ OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.

Maximum Marks = 50

Negative Marks = -13

Minimum Qualifying marks = 30

SUPPLIER'S AUTHORISED SIGNATORY

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**Part B (QUALITY SYSTEM):**

Sl. No	PARAMETERS	SYSTEM IN EFFECT (Tick if exists & provide evidences if ticked in written procedure)		RECORDS (Tick if available & submit evidences)	REMARKS
		Written Procedure	Practice		
1*	Incoming Material Control System				Furnish a copy of system and organization.
2*	In process control				Furnish at least one work instruction & record of process control parameter
3*	Manufacturing / Testing Procedure Qualification				Procedure Qualification specification may be submitted
4*	Personnel qualification for 3 above.				Record of Personnel qualification (PQR) to be submitted
5*	Calibration system				Submit list of instrument & their calibration status
6*	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.				Copy of procedure to be submitted
7*	System of Storage, Preservation , Painting & packing				Copy of procedure to be submitted
8*	System of NCR disposition & corrective preventive action				Two copies of NCR & CAPA
9*	Customer complaints handling system				Submit list of customer complaints & status for the last three years
10*	Safety measures				Submit copy of safety system & Record of accidents for last three years
11	Any other quality initiative				

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**Part B (QUALITY SYSTEM):**

**12. LIST OF ENCLOSURES**

- (i) Copy of system of control incoming materials and organization chart
- (ii) Copy of at least one process control work instruction
- (iii) Record of process control parameter
- (iv) Copy of at least one Procedure Qualification specification
- (v) Record of Personnel qualification (PQR)
- (vi) List of instrument & their calibration status
- (vii) Copy of procedure for Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.
- (viii) Copy of procedure for Storage/ preservation/ painting & packing
- (ix) Copies of two NCRs and their CAPA.
- (x) List of customer complaints & status for the last three years
- (xi) Copy of safety system
- (xii) Record of accidents for last three years

Maximum Marks = 25

Minimum Qualifying marks = 15

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# BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

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## FORM NO. SRF(I)01

### Part C: TECHNICAL COMPETENCE

Technical competence shall be evaluated in two parts viz. common competence and product/material category specific competence.

#### (i) COMMON TECHNICAL COMPETENCE

TECHNICAL COMPETENCE ( where design specification is given by BHEL )	MARKING RANGE	Marking range, if product specific technical competency not required	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL
1. Supplier understands the product specification.	(0-3)	(0-8)		
2. Supplier understands the inspection requirements.	(0-2)	(0-5)		
3. Supplier has process capability to achieve the product specification/dimensional requirement.	(0-3)	(0-8)		
4. Supplier has experienced manpower to carry out the job.	(0-2)	(0-4)		
<b>TOTAL MARKS OUT OF POSSIBLE</b>	<b>10</b>	<b>25</b>		

**OR**

TECHNICAL COMPETENCE (where performance specification is given by BHEL)	MARKING RANGE	Marking range, if product specific technical competency not required	PROCEDURE		SYSTEM IN EFFECT		RECORDS	
			SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING	MARKS BY BHEL
1. Design capability	(0-3)	(0-8)						
2. Adequacy of quality assurance plan	(0-2)	(0-5)						
3. Process capability for components	(0-3)	(0-8)						
4. Adequate of testing	(0-2)	(0-4)						
<b>TOTAL MARKS OUT OF POSSIBLE Average of Total (Total/3) = -----</b>	<b>10</b>	<b>25</b>						

#### (ii) PRODUCT/ MATERIAL CATEGORY SPECIFIC TECHNICAL COMPETENCE

**(Max Marks: 15)**

Unit MISCC to structure the parameters to be considered for the technical competence depending on material category. The score of individual parameter selected is to be decided by MISCC. MISCC shall identify the requirement of enclosures to be furnished by supplier.

Product:

Sl. No	Material category	Tech Parameter	Supplier's response	Remarks

To be filled up only on receipt of technical requirements/ specification, drawings, standards from BHEL and to be sent to BHEL for further scrutiny. Enclose documentary evidence where ever required.

#### **LIST OF ENCLOSURES:**

Maximum Marks = 25

Minimum Qualifying marks = 15

# No marks is to be given by the supplier. Only supplier response along with supporting documents.

SUPPLIER'S AUTHORISED SIGNATORY

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# BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

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## Part D : SCORE SHEET

### 1. ORGANISATIONAL SOUNDNESS (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all <b>relevant information</b> like ownership, PAN no., sales tax no., excise duty no., etc. submitted	Yes: 2 No: 0	2	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 5 years : 2 1-5 years : 1 Less than 1 year : 0	2	
3.	5.1 POWER BACKUP	Yes : 1 No : 0	1	
4.	5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY	Yes : 1 No : 0	1	
5.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
6.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
7.	6.3 ISO 9001 ACCREDITATION	Yes : 3 No : 0	3	
8.	6.4 ISO 14000 ACCREDITATION	Yes : 1 No : 0	1	
9.	6.5 OHSAS - 18000 ACCREDITATION	Yes : 1 No : 0	1	
10.	6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS)	Yes : 1 No : 0	1	
11.	6.7 R & D SET UP	Yes : 1 No : 0	1	
12.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	
13.	7.1 & 7.2 MANUFACTURING FACILITIES INCLUDING OUTSOURCING	Adequate : 3 Substantial : 2 Inadequate : 0	3	
14.	7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE	Less than 10% : 2 10 to 30 % : 1 More than 30% : 0	2	
15.	8.1 INSPECTION & TESTING FACILITIES	Adequate : 2 Substantial : 1 Inadequate : 0	2	
16.	8.2 OUTSOURCING OF MAJOR TESTING FACILITY (Refer Note)	Yes : 0 No : 1	1	
	<b>TOTAL</b>		<b>25</b>	

### 1. ORGANISATIONAL SOUNDNESS (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all <b>relevant information</b> like ownership, PAN no., sales tax no., etc. submitted ( <b>clause 6.0 of chapter V to be referred in this regard</b> )	Yes: 7 No: 0	7	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 3 years : 2 1-3 years : 1 Less than 1 year : 0	2	
3.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
4.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
5.	6.3 ISO 9001 ACCREDITATION	Yes : 2 No : 0	2	
6.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	

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## Part D: SCORE SHEET

### 2. FINANCIAL INFORMATION (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.1 Growth of Net Worth over previous year (%) Average of three years to be worked out	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
2.	9.3 DEBT EQUITY RATIO <u>Long term Debt (9.2)</u> Net worth (9.1)	1 : 1 : 5 1.1 upto 1.5 : 1 : 4 1.6 upto 2.0 : 1 : 3 2.0 & above : 1 : 2	5	
3.	9.5 QUICK RATIO <u>CA - INVENTORIES {9.5(1)-9.5(1)c}</u> Current liability {9.5 (2)}	1 : 1 : 5 1 : 1 upto 1.5 : 4 1 : 1.5 upto 1.75 : 3 1 : 1.75 upto 2.5 : 2 1 : > 2.5 : 0	5	
4.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 10 – 20 % : 3 5 – 10 % : 2 > 0 & < 5 % : 1 0 or negative : 0	5	
5.	9.7 PROFIT BEFORE TAX  Growth over previous year (%)	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
6.	9.8 Whether the supplier has been referred to BIFR / NCLT/ any other similar Govt agency	Yes: -5 No : 0	0	
7.	9.9 Whether the supplier is a potentially sick company	Yes: -3 No : 0	0	
<b>TOTAL</b>			<b>25</b>	

Note: If the supplier is new in business and does not have past data, then the evaluation will be done on the basis of information provided by him and will be decided by MISCC.

### 2. FINANCIAL INFORMATION (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 5 - 20 % : 3 >0 - 5 % : 2 0 or negative : 0	5	
2.	9.7 PROFIT BEFORE TAX  Growth over previous year (%)	More than 20 % : 5 5 – 20 % : 4 >0 – 5 % : 3 0 or below : 0	5	

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## Part D : SCORE SHEET

### 3. QUALITY SYSTEM :

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Incoming Material control System	System availability : Yes: 1 No : 0	1	
		Availability of Organisation chart Yes: 1 No : 0	1	
2.	Process control	Work instruction available: Yes: 1 No : 0	1	
		Record of process Control : Available : 2 Partial record : 1 Not available: 0	2	
3.	Manufacturing / Testing Procedure Qualification	Procedure Qualification Specification : Adequate : 3 In adequate: 1 Not available : 0	3	
4.	Personnel qualification	Record of PQR: Adequate : 3 In adequate: 1 Not available : 0	3	
5.	Calibration system	Adequate : 3 In adequate: 1 Not available : 0	3	
6.	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
7.	System of Storage/ preservation/ painting & packing	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
8.	System of NCR disposition & corrective preventive action	Two copies of NCR & CAPA Available :2 Not available : 0	2	
9.	Customer complaints handling system	System available : Yes: 1 No : 0	1	
		Complaints registered & resolved :2 Complaints registered & partially resolved : 1 Complaints not registered or not resolved : 0	2	
10.	Safety measures	System available : Yes: 1 No : 0	1	
		Record available : Yes: 1 No : 0	1	
<b>TOTAL</b>			<b>25</b>	

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## Part D : SCORE SHEET

### 4. TECHNICAL COMPETENCE

	Maximum Marks (1)	Marks obtained (2)
<b>A. Common Technical Competence</b>		

And/ or

#### **B. Product Specific Technical Competence**

Column no. 1 to 4 to be filled by MISCC before sending to supplier. Column no. 5 to be filled by BHEL certified Assessor after evaluation of supplier response.

Sl. No (1)	Parameter (2)	Scoring criteria (3)	Maximum Marks (4)	Marks obtained (5)
	<b>Sub-Total</b>		<b>15</b>	

TOTAL (A+B): 25 (     )

#### **SUMMARY:**

Sl. No	Criteria	Maxm Marks	Qualifying marks *	Marks obtained	Recommendation for registration
1.	Organisational Soundness	50	30		<b>Recommended :</b>  Permanent code /Development code/ Trial code <b>Not recommended</b>
	Financial Information				
2.	Quality System	25	15		
3.	Technical Competence	25	15		
	TOTAL	100	60		

**\*Minimum Qualifying Score in Each category shall be 60%.**

#### **REGISTRATION CRITERIA:**

Sl. No	Score	Recommendation
1.	More than 90	Supplier is to be registered and given Permanent code, Normally no visit is called for.
2.	>75 <=90	Supplier may be visited if recommended by MISCC or to be registered and given permanent code.
3.	>=60 <=75	Supplier may carry out suggested improvements if advised by MISCC Supplier's visit is mandatory. Trial/ Development code may be given.
4.	Less than 60	Not to be registered

**Note:** Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal are to be awarded marks on pro-rata basis and registered accordingly.

Signatures: MISCC and Suppler Evaluation Team (in case of visit)

1)	2)	3)
4)	5)	6)

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