

ANNEXURE TO ENQUIRY NO E-3793024 DT.04.08.09 DUE ON 08.09.09

Quotation to be submitted in two parts in separate sealed envelope super scribing

- 1. Technical and Commercial Bid Enquiry No. E3793024 due on 08.09.2009 (Part "A")**
- 2. Price Bid Enquiry No. E3793024 due on (Part "B")**

Quantity: 9000 Nos.

Items: **Following items are preferred-**

1. Dinner Set/Mini Dinner Set
2. Trolley/Bag Trolley/Briefcase
3. Casserole Sets
4. Pressure Cooker

In addition supplier may offer sample of other items also, price not exceeding Rs. 500/-.

We are pleased to know that you are interested in supply of gift item to BHEL and now you are requested to submit your quotation in two parts as mentioned above and covering the following points.

PART A: Technical and commercial bid: This shall cover and contain all aspects of the quotation except the price. Also all the below mentioned points must be explicitly confirmed/answered.

Price should not be more than 500/- each inclusive of all taxes, packing, forwarding, freight and delivery up to BHEL Bhopal. In case the total price exceeds Rs. 500/- each, the quotation shall stand rejected.

Delivery is most important factor and all supplies should reach BHEL, Bhopal positively by 15-12.2008. Any deviation to the commitment of delivery shall subject to rejection of quotation.

Full payment will be made with in 90 days after receipt and acceptance of material in BHEL. For any late delivery penalty @ ½% per week and maximum up to 10% will be imposed on the value of the material.

In case the gift item consists of more than one item (combination pack), the same shall be packed in a single box.

In case you are interested to submit more than one sample you may do so. The samples must reach the undersigned by 11.00 am of 08.09.2008. Each item must have proper nomenclature and identified properly physically as well as on paper quotation.

The color / look / design of the item to be procured shall be exactly as per the samples submitted by you. Item should be put in an inner polythene cover and after that in a cardboard/suitable pack to be issued as gift. The manufacturer should emboss / print BHEL monogram / logo on the carton box as per our instruction. The color / detail and size of the mono and logo shall be issued at the time of placement of order. The pack containing the gift item shall be supplied in a suitable carry bag. Sample of carry bag shall also have to be got approved by BHEL.

MRP of the item shall not appear on the item or on the polythene cover.

The supplier shall clearly indicate in his quotation the name and address of the manufacturer of his item. BHEL will depute representatives to the manufacturer's works for inspection before dispatch. The manufacturer shall inform BHEL 07 day in advance for readiness of material for inspection. However, final inspection shall be done at BHEL, Bhopal, and Bhopal only.

Once letter of indent (LOI) is place, the manufacturer should execute a Bank Guarantee for 5% of the PO value, valid for 6 months fro the date of issue of LOI and issued on any nationalized bank.

The manufacturer should make adequate gift items in excess and keep ready to make immediate replacement éclat our plant during distribution of the Gift items to the employees.

The price bid quotation of the vender whose technical and commercial offer is completely acceptable to us in all respects and whose samples are selected by BHEL Bhopal, will only be opened at a later date for finalization of Purchase Order. The date shall be informed to qualified vendors over phone.

All the above points must be explicitly confirmed in the "Part A" of the quotation.

Part B shall contain only the price of the item mentioned above.

This Enquiry is governed by General Terms & Conditions of Enquiry Form No. MM 5505 Rev. 06 & PO Form No. MM 5527 Rev. 03, Special Terms & Condition for Enquiry which are enclosed. In case of discrepancy, the special terms and conditions as mentioned herein shall prevail.

Offer received without Receipt/payment against purchase of tender documents shall stand rejected at first instance.

With regards to any clarification etc., it is proposed to hold a pre bid meeting with all interested suppliers on 03.09.2009 at 1st Floor, Administrative Building, BHEL Bhopal where the undersigned would be available for discussions from 1:30 PM till 4:00 PM. Vendors seeking clarification may meet the undersigned as per this schedule.

A.K. Agnihotri
Dy. General Manager (MM) FMS