




Material Management
Bharat Heavy Electricals Limited, Jhansi-284120
Enquiry No: E2650359, Due Date: 11-9-15

TENDER DOCUMENT

FOR PROCUREMENT OF QUICK COUPLING SET

Prepared by	Checked by	Approved by
 RAHUL Sr. Engineer (MM)	 AMIT KHATLOIYA Sr. Manager (MM)	 ARUN KR VERMA DGM (MM)

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Important details of the Tender

Name and Contact Details of the Person for Queries in the Tender	(1) Rahul Sr. Engineer (MM), BHEL, Jhansi Phone: 0510-2412554 Email: rahul08@bheljhs.co.in (2) Amit Khatloiya Sr. Manager (MM), BHEL, Jhansi Phone: 0510-2412791 Email: akhatloiya@bheljhs.co.in
Last Date of Submission of the Tender	11-9-15, 13:15 Hrs.
Tender Opening Date	11-9-15, 14:00 Hrs.

ENQUIRY IS BEING FLOATED IN "TWO BID" SYSTEMS. PLEASE SEND YOUR OFFER IN TWO SEPARATE ENVELOPE AS PER DETAILS GIVEN BELOW;

IN ENVELOPE "A": PLEASE SEND YOUR TECHNICAL + COMMERCIAL OFFER EXCEPT PRICE. PLEASE INDICATE CLEARLY ON THE COVER OF ENVELOPE "TECHNICAL + COMMERCIAL OFFER" AND ENQUIRY NO. WITH DUE DATE. PLEASE ALSO SUBMIT BLANK PRICE BID I.E. WITHOUT RATES ALONGWITH THE TECHNICAL + COMMERCIAL OFFER.

IN ENVELOPE "B": PLEASE INDICATE PRICE ONLY AND INDICATE CLEARLY ON THE COVER OF ENVELOPE "PRICE BID" AND ENQUIRY NO.

ENVELOPE A + B SHOULD BE SENT IN SEALED ENVELOPE ON WHICH ENQUIRY NO. AND DUE DATE IS MENTIONED ON COVER.

PLEASE QUOTE THE RATES PREFERABLY ON FOR BHEL JHANSI BASIS.

OFFER MAY BE SUBMITTED THRU EMAIL ALSO.



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QUALIFYING CRITERIA

Supplier fulfilling the following requirement will be eligible for this tender:

- 1. TURN OVER:** Average annual financial turnover during the last three years ending 31 March of the previous financial years should be at least Rs. 5.5 Lacs. (Audited Balance sheet including Profit & Loss Statement of last three financial years should be enclosed by bidder. In case the Balance Sheet of the last financial year is not yet audited, the un-audited balance sheet of the last financial year can be enclosed along with certificate of CA).

- 2. EXPERIENCE:** Experience of supplying Quick Coupling for 3-Phase Freight Loco Transformer in India during last 3 years ending last of month previous to the one in which tender is invited should be either of the following:
 - a. Three similar completed orders, each costing not less than the amount equal to 7.32 Lacs.

Or

 - b. Two similar completed orders, each costing not less than the amount equal to 9.15 Lacs.

Or

 - c. One similar completed order costing not less than the amount equal to 14.64 Lacs.

- 3. Documentary evidence of experience (Purchase Order Copy & Completion Certificate) to be enclosed.**

Similar Work: Supplying Quick Coupling for 3-Phase Freight Loco Transformer in India during last 3 years ending last of month previous to the one in which tender is invited.



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Scope of Supply/ Quantities Covered

Enquiry Item	Description	Quantity
1	QUICK COUPLING SET AS PER C.L.W. INDIA DRG. NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG.NO. HSTN-422023) FOR "BOBO & COCO" TRFR (FLAT STAR A 250 OIL COUPLING MALE).	450 Nos.
2	QUICK COUPLING SET AS PER C.L.W. INDIA DRG.NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG.NO. HSTN-422023) FOR "BOBO & COCO"TRFR (FLAT STAR A 250 OIL COUPLING FEMALE).	450 Nos.



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Instructions to Bidders

1. It is mandatory to give the elements of ED/ CST/ other taxes & duties, if any, separately, and not inclusive in the quoted basic price.
2. Inspection shall be carried out by BHEL at BHEL works.
3. Rates to be on firm price basis.
4. L-1 vendor shall be decided on overall landed rate basis.
5. Please quote the rate in 'per number' basis.
6. The bids shall be submitted only in the format given in the tender documents. It may be noted that each page of the tender document has been signed by BHEL. While submitting the bid, these very pages are to be used in original. The tenderer is also required to sign and stamp each and every page of the tender document clearly bring out deviations, if any.
7. BHEL prefer delivery on F.O.R BHEL Jhansi basis inclusive of freight & insurance. Please quote accordingly.
8. Tenders not complying with the above and other requirements of the tender may be liable for rejection. Tenderers are therefore advised to read all the documents carefully before submission of the bids and ensure the fulfillments of all the technical and commercial parameters.
9. All special remarks, general terms & condition of enquiry to be followed is attached herewith.
10. It must be clearly understood that the order concluded pursuant to this tender enquiry shall be governed by the General terms & conditions of the contract as attached herewith.

We confirm above instructions have been fully understood. We further confirm that price bid has been submitted exactly in line with format without addition of any other terms & conditions and if the price bid is found to be conditional (e.g. minimum order, quantity, slab rate, discount for quantity, different terms & pay etc.), BHEL has full right not to accept our offer.



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TECHNO COMMERCIAL BID (PART- A)

(Supplier should fill up this bid by putting the tick in accepted / not accepted column)

Mandatory Sheet for Foreign Suppliers

SUPPLIER'S NAME & ADDRESS:

.....

.....

Item No	Item Description	Quantity	Prices Firm/ PVC (Ratio)
1	QUICK COUPLING SET AS PER C.L.W. INDIA DRG.NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG. NO. HSTN-422023) FOR "BOBO & COCO" TRFR (FLAT STAR A 250 OIL COUPLING MALE)	450 NO	FIRM
2	QUICK COUPLING SET AS PER C.L.W. INDIA DRG.NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG. NO. HSTN-422023) FOR "BOBO & COCO" TRFR (FLAT STAR A 250 OIL COUPLING FEMALE)	450 NO	FIRM
SI No	Particulars	Supplier's Confirmation (please ✓)	
1-	All Items shall be supplied as per the Description & Quantity as given above.	<input type="checkbox"/> Accepted	
2-	Delivery - In days from date of PO issue In case of more than one delivery, pl use separate Annexure sheetDays	
3-	Conformance Certificate as specified in enquiry will be provided along with supply	<input type="checkbox"/> Accepted	
4-	(i) Basic rate quoted is inclusive of Packing & Forwarding. (ii) If answer to (i) above is 'No.' state Packing & Forwarding Charges as % of basic rate. (iii) Rates quoted are on FOB basis. (iv) State Port of Dispatch	Yes / No Accepted	
5-	Prices shall be quoted on FOB basis, up to gateways of Airports of BHEL in foreign currency (List of Gateways of BHEL can be sought from us). To arrive the cost to BHEL Jhansi, the FCA/FOB offers shall be loaded for freight, Insurance charges, Port Handling, Custom duties, unloading from plane charges as per BHEL rates.	<input type="checkbox"/> Accepted	
7-	Validity - Validity of offer must be 90 days from the date of opening of techno commercial bid and validity of price must be 60 days from opening of price bid.	<input type="checkbox"/> Accepted	



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8-	Inspection - May be carried out by BHEL / BHEL nominated agency at vendor's works. Final acceptance of material shall be done after inspection at BHEL works. Inspection Call to be raised 02 weeks in advance of readiness.	<input type="checkbox"/> Accepted
9-	Liquidated Damage / Penalty - Failure to supply by the time specified in the order will make the supplier liable to pay unconditional penalty of 1/2% of the price of the goods in arrear (delayed and not supplied) per week subject to a maximum of 10% of the delayed order value unless agreed otherwise.	<input type="checkbox"/> Accepted
10-	Risk Purchase - If the material is not supplied within stipulated delivery indicated in PO, BHEL shall have the option to purchase the material from other sources at the supplier's risk & cost.	<input type="checkbox"/> Accepted
11-	Terms of payment: Our standard terms of payment are 100% payment through bank against dispatch documents. Or 100% through sight irrevocable & unconfirmed letter of credit.	<input type="checkbox"/> Accepted
12-	Please furnish shipping Dimension & Weight of consignment in your offer	<input type="checkbox"/> Accepted
13-	Rates are quoted considering all above points.	<input type="checkbox"/> Accepted
14-	All special remarks / General Terms & Condition of enquiry.	<input type="checkbox"/> Accepted
15-	Blank Price Bid enclosed.	<input type="checkbox"/> Accepted

1. The FCA/FOB offers shall be loaded for freight, Insurance charges, Port Handling, Custom duties, unloading from plane charges as per BHEL rates.
2. Please note that in case any contradiction in offer given in this mandatory sheet and the offer given in separate sheet, offer given in mandatory sheet shall be prevailed.

Note: If any of the above conditions are not accepted the offer may be rejected.

Person to be contacted:

Telephone No:

Fax No:



E-mail Id:

Signature of Supplier :

Name :

Designation :

Seal :

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PRICE BID-(PART-B)

Mandatory Sheet for Foreign Suppliers

Subject: - Price Bid of above mentioned Enquiry

Dear Sir,

We are quoting our rates as under:-

Enquiry item no.	Quoted Per Unit rate in figure	Quoted Per Unit rate in Words	Currency	Unit
# 1				No
# 2				No

NOTE: - The price bid submitted in any other fashion or by adding any condition (e.g. minimum order quantity, rates applicable for specified quantity, discount for quantity, rate based on slabs, rate based on terms of payment etc.), offer shall be straight way REJECTED even if, offer has been found technically & commercial acceptable before opening of price bid.

Signature of Supplier :

Name :

Designation :

Seal :

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TECHNO COMMERCIAL BID (PART- A)

(Supplier should fill up this bid by putting the tick in accepted / not accepted column)

Mandatory Sheet for Indian Suppliers

SUPPLIER'S NAME & ADDRESS:

.....

.....

Item No	Item Description	Quantity	Prices Firm/ PVC (Ratio)
1	QUICK COUPLING SET AS PER C.L.W. INDIA DRG. NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG. NO. HSTN-422023) FOR "BOBO & COCO" TRFR (FLAT STAR A 250 OIL COUPLING MALE)	450 NO	FIRM
2	QUICK COUPLING SET AS PER C.L.W. INDIA DRG.NO. CLW/ES/3/SK-1/0511 (ABB SWITZERLAND DRG. NO. HSTN-422023) FOR "BOBO & COCO" TRFR (FLAT STAR A 250 OIL COUPLING FEMALE)	450 NO	FIRM
Sl No	Particulars	Supplier's Confirmation (please √)	
1-	All Items shall be supplied as per the Description & Quantity as given above	<input type="checkbox"/> Accepted	
2-	Delivery- In days from date of PO issue In case of more than one delivery, pl use separate Annexure sheetDays	
3-	Conformance Certificate as specified in enquiry will be provided along with supply	<input type="checkbox"/> Accepted	
4-	Taxes & Duties - (mention NA if not applicable)		
	4.1. Excise Duty%	
	4.2. VAT%	
	4.3. CST (Against Form-C)%	
5-	Basic rate quoted has (a) Freight (b) Packing & forwarding (c) Insurance	(please √) <input type="checkbox"/> Inclusive <input type="checkbox"/> Extra <input type="checkbox"/> Inclusive <input type="checkbox"/> Extra.....% <input type="checkbox"/> Inclusive <input type="checkbox"/> Extra	
6-	Destination:	<input type="checkbox"/> FOR Jhansi <input type="checkbox"/> Ex-works.....	
7-	Price Basis: Price Quoted are FIRM.	<input type="checkbox"/> Accepted	
8-	Validity - Validity of offer must be 90 days from the date of opening of techno commercial bid and validity of price must be 60 days from opening of	<input type="checkbox"/> Accepted	



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	price bid.	
9-	Inspection - May be carried out by BHEL / BHEL nominated agency at vendor's works. Final acceptance of material shall be done after inspection at BHEL works. Inspection call to be raised 02 weeks in advance of readiness.	<input type="checkbox"/> Accepted
10-	Liquidated Damage / Penalty - Failure to supply by the time specified in the order will make the supplier liable to pay unconditional penalty of 1/2% of the price of the goods in arrear (delayed and not supplied) per week subject to a maximum of 10% of the delayed order value unless agreed otherwise.	<input type="checkbox"/> Accepted
11-	Risk Purchase - If the material is not supplied within stipulated delivery indicated in PO, BHEL shall have the option to purchase the material from other sources at the supplier's risk & cost.	<input type="checkbox"/> Accepted
12-	Terms of payment - 100% payment after 60 days of receipt and acceptance of material at BHEL works. These payment terms will be treated as standard terms of payment. The bidder who are covered under MSMED Act – 2006 & quoted 45 days of payment after acceptance of material/ Payment against SIDBI will also be treated as standard terms of payment. Other than standard terms of payment BHEL will load total out flow as follows: - Through Bank/ COD: (BR + 6%) for 75 days * BR- 'Base rate of SBI' as applicable on Enquiry due date	<input type="checkbox"/> Accepted <input type="checkbox"/> MSME <input type="checkbox"/> SIDBI <input type="checkbox"/>
13-	Rates are quoted considering all above points.	<input type="checkbox"/> Accepted
14-	All special remarks / General Terms & Condition of enquiry.	<input type="checkbox"/> Accepted
15-	Blank Price Bid enclosed.	<input type="checkbox"/> Accepted

- If Freight is not included in basic rate i.e. answer to 5(a) is NO then BHEL will load (Basic + ED + CST/ VAT) @1% for freight charges for distance upto 500 km and @2% for distance above 500 km.
- If Insurance is not included in basic rate i.e. answer to 5(c) is NO then BHEL will load (Basic + ED + CST/ VAT + Frt.) @ .07% for insurance charges.
- Please note that in case any contradiction in offer given in this mandatory sheet and the offer given in separate sheet, offer given in mandatory sheet shall be prevailed.

Note: If any of the above conditions are not accepted the offer may be rejected.

Person to be contacted:

Telephone No:

Fax No:

E-mail Id:

Signature of Supplier :

Name :

Designation :

Seal :

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PRICE BID (PART-B)

Mandatory Sheet for Indian Suppliers

Subject: - Price Bid of above mentioned Enquiry

Dear Sir,

We are quoting our rates as under:-

Enquiry item no.	Quoted Per Unit rate in figure	Quoted Per Unit rate in Words	Currency	Unit
# 1			Rs	No
# 2			Rs	No

NOTE: - The price bid submitted in any other fashion or by adding any condition (e.g. minimum order quantity, rates applicable for specified quantity, discount for quantity, rate based on slabs, rate based on terms of payment etc.), offer shall be straight way REJECTED even if, offer has been found technically & commercial acceptable before opening of price bid.

Signature of Supplier :

Name :

Designation :

Seal :





Bharat Heavy Electricals Limited, Jhansi

(A Govt. of India Undertaking)

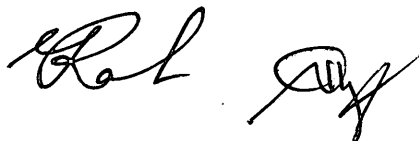
TERMS & CONDITIONS FOR PURCHASE ENQUIRY

1. Offer must be submitted in a sealed cover. The cover should bear our enquiry number, due date of opening and name of her bidder.
2. When offer is invited in two bids, outer cover, inner cover-I (Techno Commercial bid) and inner cover -II (Price-Bid) must bear our tender no., due date and bidders name. Offers received in single bid will be by passed.
3. The offer should reach this office on or before 13:15 hrs. on the due date. The tender can also be dropped in the Tender Box kept at Administrative Building, Gate. The tenders will be opened after 14:00 hrs. on the due date in presence of all bidders who will be present.
4. Offer should be free from overwriting or erasures. Corrections or additions, if any should be attested.
5. No enhancement of rate for whatever cause is allowed once the offer is accepted and the order is placed. Withdrawal from the quotation after it is accepted or failure to make the supply within the schedule period will entail cancellation of order, forfeiture of earnest money if any and/or imposition of risk & cost purchase.
6. Material offered should be of required quality and conforming strictly to our specification/drawings or to the specifications in the drawings. Any deviation must be clearly stated in the offer with particular clause/detail in our specification/drawing for which deviation is quoted. All required documents/details e.g. QA Plan, type TCs, drawings and date sheet etc. must be submitted along with the offer.
7. Irrespective of whether it is mentioned in our specification, all machines/equipments are required to be calibrated in metric units and certificates "must be issued where applicable".
8. Work test certificates/Inspection certificates/guarantee certificate/compliance certificate, etc. will be required to be submitted along with supplies in case an order, is placed.
9. In case an order is placed, supplier shall be required to guarantee for smooth and satisfactory performance of the equipment for a period of 24 months from the date of dispatch or 18 months from the date of commissioning whichever is earlier and certificate must be issued to this effect. Necessary instruction booklets for operation and maintenance are to be sent with supply where applicable.

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10. Sample must be submitted where specified so as to reach us on or before the due date of tender.
11. Required lead time for affecting supplies along with available capacity should be indicated in the offer.
12. Failure to supply by the time specified on the order will make the supplier liable to pay unconditional penalty of ½% of the prices of goods in arrear per week subject to a maximum of 10% of the order value unless agreed otherwise.
13. The quantities for each item to be purchased may vary from the tendered quantity according to our actual requirement at the time of placing orders.
14. Our standard terms of payment is 100% payment after 60 days of acceptance of material at our works. In no case, interest for overdue period will be borne by BHEL. Advance or LC payment terms shall generally not be considered and offers received with other than our standard terms of payment can be bypassed (except SIDBI discounting facility will be accepted for suppliers to whom this facility has been granted).
15. Bharat Heavy Electricals Ltd. Does not bind itself to accept the lowest of any tender, but reserves to itself the right to accept or reject all or a part of any tender at its discretion following BHEL Purchase Policy & government guidelines.
16. In all cases of disputes, the matter shall be referred for arbitration. The arbitrator shall be nominated by the Unit Head, Bharat Heavy Electricals Ltd., Jhansi or any other officer nominated by him. The award of arbitrator shall be final and binding on both the parties.
17. In case of any suit or other legal proceedings under or relating to this tender, the courts at Jhansi shall have full, jurisdiction.
18. Total delivered cost at BHEL Jhansi Railway siding/Works shall be the criterion for deciding the tender.
19. Unless otherwise specified, offer should be on ex-works basis with freight & insurance to be borne by BHEL.
20. Your quotation against this enquiry must be valid for ordering up to minimum of 90 days from the date of tender opening.
21. **ADDITIONAL FOR INDIAN SUPPLIERS:**
 - i) If any material is booked to selves or if it is not consigned to BHEL Jhansi, any warfage or demurrage occurring from these shall be to the account of supplier. In case of road transport, material shall be booked only through our rate contract transporters mentioned in the purchase order.

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- ii) Where there is provision for payment of Sales Tax extra, it will be paid only if the registration number both under State Sales Tax and Central Sales Tax are specially mentioned on the bill/invoice. Your Sales Tax Registration number should be mentioned in the offer positively.
- iii) Excise duty Gate Pass will be required in original. Applicable taxes & duties must be included in the offer.

22. ADDITIONAL FOR FOREIGN SUPPLIER:

- i) For documentation and correspondence language shall be English only.
- ii) Rates quoted should be on FOB basis. All dispatches are to be made by sea by IPBC conference vessels only unless otherwise stated in purchase order.
- iii) Agency commission, if any, will be paid out of the FOB value after receipt & acceptance of material at BHEL Jhansi in Indian Rupees. TT buying exchange rate prevailing on the tender opening date or the letter of credit date or date of purchase order whichever is lowest will be considered for calculating the agency commission.
- iv) The rates quoted should be inclusive of charges of packing and delivery of material upto the port of shipment on FOB terms. The material is required to be packed suitably in all respects considering the peculiarity of the material for normal transport by Sea/air and subsequently by Rail/Road in India suitably protected against the effect of tropical salt laden atmosphere in the event of consignment being delayed at Indian Ports before outward clearance. You should also furnish details of shipping specification, sizes, volume, weight, number of cases etc. When articles are packed with packing material of plant origin, phytosanitary certificate will be required.
- v) Our standard terms of payment are 100% payment through bank against dispatch documents or 100% through sight irrevocable & unconfirmed letter of credit.

23. Please also refer to our tender for any other terms and conditions.

***** END *****

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