

**BHARAT HEAVY ELECTRICALS LIMITED**

Phone: 2816 1331

(A Government of India Undertaking)

PIPING CENTRE, MATERIAL MANAGEMENT

PUR 002/01

80, Gopathy Narayanaswamy Road, T.Nagar, Chennai – 600 017.

Suppliers Are Requested To Go Through Terms &amp; Conditions Before Submission of Offers.

INDIGENOUS ENQUIRY	ENQUIRY REFERENCE	DATE
	4501500021	25.06.2015
NAME OF SUPPLIER:	DUE DATE FOR QUOTATION – 16.07.2015	
	THIS IS ONLY A REQUEST FOR QUOTATION AND NOT AN ORDER	

Sl. No.	Material Code	Description & Specification	Unit	Qty.	DELIVERY SHEDULE		
					Qty.	Date	Remarks
01		<b>Binding Contract (1 Year Period)</b>  <b>-The contract shall be concluded at the completion of 2400 books or at the completion of 1 year period, from date of PO, whichever is earlier.</b>	<b>2400 Books</b>				<b>Refer ITB</b>

Encl. to Enquiry:

1. Important information to Bidders
2. Price Format

Dear Sirs,

Please submit your lowest quotation in triplicate, subject to our terms and conditions overleaf, for the above materials, so as to reach us on or before the due date by 2 P.M.

1. Quotations will be opened at 2-30 P.M. on the due date in camera/In the presence of the tenderers who may like to be present.
2. Price should be nett FOR destination inclusive of risk in transmit and remain valid for 120 days from the due date.
3. If any Sales tax and Excise duty are payable as extra to the quoted price the percentage of the same should be specifically stated in the quotation failing which the purchaser will not be liable for payment of Sales Tax / Excise Duty. Our T.N.G.S.T.No.3560005/dt.1-4-95, C.S.T.No.239383 dt.11-6-91.
4. If the enquired items are coming under D.G.S & D rate contract, please indicate the rate contract prices duly sending a copy of the rate - contract along with your offer.
5. No revision of prices will be entertained after tenders are opened.
6. Manufacturers name, brand name trademark or patent No. if any should be specified. Illustrate leaflets giving particulars are required along with quotation wherever necessary.
7. Products with I.S.I.certification marks will be preferred.
8. The purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept or reject in part or full without assigning any reason whatsoever.
9. Late tenders are liable to be rejected.
10. Any deviations to the enquired technical and commercial conditions shall be clearly indicated in the covering letter of the quotation.

Yours faithfully,  
For BHARAT HEAVY ELECTRICALS LIMITED

*Abhishek Iyer*  
Manager / Purchase  
**ABHISHEK KRISHNA IYER**  
Engineer - Purchase  
BHEL - Piping Centre  
Chennai - 600 017.

## TERMS AND CONDITIONS

**1. QUOTATION:** Each tender should be sent in sealed covered with tenderer's distinctive seal and super scribed with correct tender No. Item of supply and due date of opening.

Tenders should be free from CORRECTIONS AND ERASURES: Corrections if any, must be attested. All amounts shall be indicated both in words shall prevail.

**2. TERMS OF PAYMENT:** Payment will be made against invoice duly certified by the user after completion of each binding work.

**3. RISK PURCHASE:** Alternatively the purchaser at this option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute therefore. The supplier shall be liable for any loss which the purchaser may sustain by reason of such risk purchases in addition to penalty at the rate mentioned in clause 4 below.

**4. LIQUIDATED DAMAGES:** It is clearly among the parties to the contract that time is the essence of the contract. Therefore the delivery of the goods specified, in the purchase order should be made within the time limit prescribed. Where the seller supplies or dispatches the goods beyond the delivery period specified, the purchaser will have no obligation to accept the goods if accepted liquidated damages, at the rate of ½% of the value of goods delayed for each week of delay or part thereof subject to a maximum of 10% of the undelivered portion will be levied without prejudice to any other relief or compensation due to the purchaser under any other condition of this contract.

**5. GENERAL:** Any other conditions, which might have been quoted by the seller and are in contravention to the terms prescribed in the order and which have not been specifically accepted in by the purchaser will not be applicable to this contract.

### **6. Purchase Preference to MSE Vendors –**

In case the supplier belongs to MSEs (Micro Small Enterprises), Registration copy in this respect shall be submitted along with the offer. Further if MSEs are owned by the Scheduled Caste or the Scheduled Tribe entrepreneurs the same may be intimated.

The following are the benefits for the MSEs:-

1. MSEs are given tender documents free of cost and are exempted from payment of earnest money (EMD), if any insisted in the Tender.
2. In tender, participating MSEs quoting price within price band of L1+15% shall also be allowed to supply a portion of requirement by bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE and such MSE shall be allowed to supply up to 20% of total tendered value. In case of more than one such MSE, the supply shall be shared proportionately."

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 date of issue of acknowledgement in EM II) or valid NSIC certificate or EM II certificate alongwith attested copy of a CA certificate (Format enclosed at Annexure – I 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 bid opening (part – 1 in case of two part bid. Non submission of such documents will lead to 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 are not submitted before price bid opening. If the tender is to be submitted through E-procurement portal, then the above required documents are to be uploaded on the portal. Documents are to be notarized or attested by a Gazetted officer.

## IMPORTANT INFORMATION TO BIDDERS

- 1) This tender is a **SINGLE PART bid, i.e, only price bids shall be sent.**

The above bid shall be sent in a sealed envelope and duly superscribed as follows :-

**“Enquiry No: 4501500021 / 25.06.2015, Tender opening date : 16.07.2015”**

It shall be addressed to the following:-

**To.**

**Manager / Purchase  
Bharat Heavy Electricals Limited,  
Piping Centre,  
80, G.N. Road, T.Nagar,  
Chennai – 600 017.  
Phone: 2816 1380”**

- 2) All binding works shall be done within the office premises. No document shall be carried outside by the vendor. None of the BHEL documents shall be reproduced, stored in a retrieval system, or transmitted in any form or by any means electronic, mechanical, photocopying, recording, scanning for any other usage. All original documents are owned by Bharat Heavy Electricals Limited, and they should not be used in any manner detrimental to the interest of BHEL.
- 3) BHEL shall inform the Vendor as and when binding work is required. The vendor should execute the work on the same day.
- 4) This qty of 2400 books is tentative only.
- 5) **PRICES SHOULD BE GIVEN COMPULSORILY AS PER BHEL FORMAT.**
- 6) Last date of submission of offer is 16.07.2015, 14:00 hrs. Bids submitted after the deadline will not be entertained.
- 7) BHEL reserves the right to negotiate with the L-1 vendor.
- 8) The contract shall end at the end of 1 year or completion of 2400 books, whichever is earlier.
- 9) The contract can be terminated by BHEL during any stage with one month's notice to the vendor. Payments shall be made on pro-rata basis in such cases.
- 10) The bid opening date and time is **16.07.2015, 14:30 hrs.**
- 11) **Security Deposit at a rate of 10% of the order value shall be collected from the successful tenderer in the form of Demand Draft, in favour of BHEL. This amount shall be refunded at the end of the contract. This deposit shall not carry any interest.**
- 12) In case any of the above points are found to be violated by the vendor, the contract shall be cancelled immediately, and appropriate action shall be initiated by BHEL as applicable.

**You are requested to submit your offer on or before the due date.**

  
**ABHISHEK KRISHNA IYER**  
Engineer - Purchase  
BHEL - Piping Centre  
Chennai - 600 017.

PRICE FORMAT

Estimated Qty for 1 Year – 2400 Books

<b>Binding Rate Contract Price Format</b>			
<u>Type</u>	<u>Rate per Book</u> <u>(A)</u>	<u>Taxes Applicable, if</u> <u>any</u> <u>(B)</u>	<u>Final Rate per Book</u> <u>(C) = (A) + (B)</u>
<b>Binding Contract</b>			

We agree to “terms and conditions”, “Important Information to Bidders” as per Enquiry.

We shall submit 10% of the order value (as mentioned in column “C”) as Security Deposit if we emerge as L1 in this tender.

(VENDOR SEAL AND SIGNATURE)



ABHISHEK KRISHNA IYER  
Engineer - Purchase  
BHEL - Piping Centre  
Chennai - 600 017.