



Bharat Heavy Electricals Limited

(A Govt. Of India Undertaking)

Power Sector, Eastern Region

BHEL Bhawan, Plot No. DJ-9/1 , Sector- II ,
Salt Lake City , Kolkata , WEST BENGAL, INDIA

Phone : 033-23216130-31, FAX : 033-23211960

NOTICE INVITING TENDER

Tender No. PSER: PUR: HR: 130(VII): 099: (ENQ:15:PP:0015:PUR:131) Date: 19/12/2015.

LAST DATE OF SUBMISSION OF COMPLETE OFFER: 28/12/2015 (UP TO 15:00 HRS.).

(Techno-commercial offer shall be opened on 28/12/2015 at 16:00 HRS.)

SUB: TENDER DOCUMENT FOR “ENGAGING/ENLISTMENT OF AGENCY FOR SUPPLY OF MEDICINE FOR TWO (02) MONTHS AT BHEL:KOLKATA OFFICE.

1. Sealed offers are invited from reputed & experienced bidders (**meeting pre-qualification criteria as mentioned**) at the above address to be submitted **in two parts a) Techno-Commercial and b) Price bid parts in two separate sealed covers which may be kept in an outer cover super-scribing the tender number on the envelopes** as indicated in the “Particulars of the tender” enclosed.
2. The offer shall be submitted as per the instructions of tender document. Only One set of tender document (**in original, downloaded from website**) signed by authorised company rep. of bidder and stamped on each page shall be submitted as detailed further, as given below. Bidders to note specifically that all pages of tender document, including these NIT pages etc. appearing in the website for this particular tender shall be submitted by them (after signing/stamping on each page) as a part of their offer. **Price shall not be mentioned by them anywhere in the techno-commercial portion of offer. Best price shall be mentioned in the relevant price schedule only and submitted in separate sealed envelope.** In case of bidders facing any difficulty in downloading the tender from internet website, they should contact this office (Asst. Engineer, Purchase or AGM, Purchase Phone no. 033-23211496/1690). **No alteration/changes by bidders is permitted in the tender/NIT appeared in the website.**
3. Successful bidder shall have to submit additional set of tender/sign on tender document provided by BHEL, if so decided by BHEL.
4. **Earnest Money Deposit (EMD) NIL**
5. The offers shall be sent in three separate sealed envelopes as under:

COVER NO	SHALL CONTAIN FOLLOWING
COVER-I (TECHNO-COMMERCIAL BID)	i) Covering letter of offer ii) Pre-qualifying documents with all credential documents iii) Demand Draft etc towards Cost of Tender (if applicable) iv) Unpriced Techno-Commercial Bid v) Duly filled all annexures vi) References of subsequent correspondences, if any vii) Copy of records notes of Pre Bid Conference, if applicable/ pre-bid MOM. viii) Price schedule – Unpriced but mentioning only quoted / unquoted against each item ix) Copy of Tender change notice (TCN), if applicable. x) All supporting documents/ Annexures etc as applicable. xi) NIT pages (all pages) xii) No deviation certificate in bidders letterhead as per format given. xiii) <i>Part – D : General Terms & Conditions of Reverse Auction</i>

COVER-II (PRICE BID)	i) Copy of covering letter given in Cover-I ii) Duly filled in Price Schedule
COVER-III (EMD)	Demand Draft etc towards EMD as per instruction (if applicable)

SPECIAL NOTE:

- A) Above three separately sealed covers shall together be enclosed in a fourth cover (Cover-IV). All the four sealed covers shall be clearly super scribed with **COVER NO WITH NOMENCLATURE, NAME OF THE JOB, TENDER DOCUMENT NO. AND DUE DATE OF SUBMISSION.**
- B) Offer & documents submitted with the offer shall be signed and stamped in each page by authorised representative of the bidder. No overwriting/correction in tender documents by bidders shall be allowed.
- C) All documents / Annexures submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.
- 6.0 No deviation with respect to tender clauses and no additional clauses/suggestions/clarification in Techno-commercial bid/Price bid shall normally be considered by BHEL. Bidders are requested to positively comply with the same. Offers with deviation are liable for rejection.
- 7.0 BHEL reserves the right to accept or reject any or all offer without assigning any reasons thereof. BHEL also reserve the right to cancel the tender wholly or partly without assigning any reason thereof. BHEL also reserve the right to split/part award the job. Also BHEL shall not entertain any correspondence from bidders in this matter (except for the refund of EMD)
- 8.0 Bidders must visit site/ work area and study the job content, facilities available, present condition of machines etc before quoting for this tender. They may also consult this office before submitting their offers, for any clarifications regarding scope of work, facilities available at sites or on terms and conditions. No additional claim shall be entertained by BHEL in future, on account of non-acquaintance of site/machine conditions at the time of bidding.
- 9.0 For any clarification on the tender document, you may seek the same in writing (two copies) within **24/12/2015 (up to 11:00 Hrs. IST)**, from the office of the undersigned which will be clarified to all the bidders. BHEL shall not be responsible for receipt of queries after due date of seeking clarification due to postal delay, and receipt of any query after due date shall not be entertained.
- 10.0 BHEL may decide holding pre-bid conference [PBC] with bidders. On such communication from BHEL, the bidder shall ensure participation for the same at the appointed time, date and place as may be decided by BHEL.
- 11.0 In case of absence of any queries from bidder(s), their quoted price will be PRESUMED to be final and complete with reference to the tender documents (including Tender change notes (TCNs), clarifications, corrigendum issued by BHEL, if any). Bidders are requested to study the tender documents in detail and prepare their queries/clarifications accordingly. All such queries / clarifications shall be cleared/replied by BHEL. Such clarification letters, corrigendum and/or Tender change notes (TCNs), if issued by BHEL, shall form part of tender document.
- 12.0 In the event of any conflict between requirement of any clause of this specification/ documents /drawings /data sheets etc or requirements of different codes/ standards specified/ contradictions between any two clauses of tender document, the same to be

brought to the knowledge of BHEL by bidders in writing for clarification before due date of seeking clarification, otherwise, more stringent requirement as may be interpreted by BHEL shall prevail and shall be binding on you. Any typing error/missing pages/ other clerical errors in the tender documents, noticed by you must be pointed out before submission of offer, or else, BHEL'S interpretation shall prevail & binding on you.

- 13.0 Tender document containing above mentioned volumes shall be signed & stamped in all pages including this covering letter. Price bid shall be furnished in the format (Vol-III) enclosed with the tender. Any additional copy, if required, may be taken by photocopying from the tender document given in the web.
- 14.0 **The Price Bids of only those bidders will be opened, who will qualify for the subject job on the basis of pre-qualification evaluation & Techno-Commercial bids etc. BHEL reserves the right to reject the bidders with unsatisfactory past performance in the execution of a contract. BHEL's decision in this regard shall be final & binding.**
- 15.0 While BHEL reserve the right to open the price bid (Cover-II) of the offers in camera, the date & time to open the Cover-II (PRICE BID) tender opening shall be intimated to the bidders in case BHEL decides it to be 'Public opening' and in such a case, one authorised representative of the bidder shall be allowed to attend.
- 16.0 **Validity of the offer shall be for two months from the due date of offer submission (including extension, if any).**
- 17.0 Percentage (%) discount on printed prices as indicated in the discount/price schedule is to be quoted in the place meant for price discount of the price schedule & shall remain firm for entire contract period of Two (02) months. Evaluation shall be on maximum percentage (%) discount on printed price/MRP (inclusive of all taxes & duties) offered by the bidders.
FIRM PERCENTAGE (%) DISCOUNT ON PRINTED MRP TO BE QUOTED AS PER PRICE SCHEDULE ONLY.
- 18.0 Overwriting or erasures should be avoided. If however, they exist they must be invariably attested.
- 19.0 BHEL reserves the right to accept or reject any bid without assigning any reasons thereof. BHEL also reserves the right to cancel the tender wholly or partly without assigning any reasons. While BHEL reserves the right to open the price bid of the offers in camera, the date & time to open the tender opening shall be intimated to the bidders in case BHEL decides it to be 'Public opening' and in such a case, one authorized representative of the bidder shall be allowed to attend.
- 20.0 **Bidders are required to submit best price bid in a separate sealed cover (COVER-II) along with techno-commercial bid (COVER-I) as indicated in sl. no. 5.0 above.**
- 21.0 ***BHEL reserves the right to go for REVERSE AUCTIONING (RA) instead of opening the sealed envelope price bid, submitted by the bidder. This will be decided after techno-commercial evaluation. All bidders to give their acceptance for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.***
- 22.0 ***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. Information and General Terms and conditions of Reverse Auction is attached in Part-D.***

23.0 Reverse Auction is the type of auction typically conducted to buy goods / items over Internet in which the lowest price bidder wins. In case, the bidders are willing to know the details about the methodology, they may please contact HEAD/PURCHASE OR ASST. ENGINEER /PURCHASE, BHEL, KOLKATA.

However, if reverse auction process is unsuccessful as defined in the RA rules/procedures, or for whatsoever reason, then the sealed 'PRICE BIDS' will be opened for deciding the successful bidder. BHEL's decision in this regard will be final and binding on bidder.

25.0 Bidders are requested to note that the accepted / agreed tender terms (technical, commercial or on Reverse Auction) in their original offer can not be altered / withdrawn by their own during the processing of tender.

26.0 The Bidder along with its associate/collaborators/sub-contractors/sub-vendors/consultants/service providers shall strictly adhere to BHEL Fraud Prevention Policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL management about any fraud or suspected fraud as soon as it comes to their notice.

27.0 The offers of the bidders who are on the banned list as also the offer of the bidders, who engages the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL web site www.bhel.com.

28.0 The bidder may have to produce original document for verification if so decided by BHEL.

29.0 Suspension of Business dealings: BHEL reserves the right to take action against contractors who fail to perform or indulge in malpractices, by suspending business dealings with them as detailed in Annexure-A.

30.0 "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 -B 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 should be notarized or attested by a Gazetted officer."

Any Bidder falling under MSME category, shall furnish the following details & submit documentary evidence/Govt. Certificate etc. in support of the same along with their techno-commercial offer

Type under MSME	SC/ST owned	Others
Micro		
Small		
Medium		

Note: - If the bidder does not furnish the above, offer shall be processed construing that the bidder is not falling under MSME category.

31.0 Order of Precedence: In the event of any ambiguity or conflict between the Tender Documents, the order of precedence shall be in the order below:

- i) Amendments/Clarifications/Corrigenda/Errata/Tender change notice (TCN) etc. issued in respect of the tender documents by BHEL
- ii) Notice Inviting Tender (NIT)
- iii) Price Schedule – (Annexure-VII)
- iv) Scope of work & other details - Annexure-II

All the bidders are requested to note that all the errata / technical clarifications / corrigendum / extension etc. shall be published in website www.jantermanter.com , www.bhel.com & <http://eprocure.gov.in> . As such, all the bidders are requested to be in continuous touch with these websites.

32.0 Complete offer to be addressed to, ASST. ENGINEER/PURCHASE OR AGM /PURCHASE, BHARAT HEAVY ELECTRICALS LIMITED, POWER SECTOR – EASTERN REGION, PLOT NO.9/1, BLOCK-DJ, SECTOR-II, SALT LAKE, KOLKATA-700091 clearly mentioning the Tender No. along with latest due date of offer submission.

BHEL RESERVES THE RIGHT TO ACCEPT/REJECT ANY OR ALL THE BIDS WITHOUT ASSIGNING ANY REASON THEREOF. RESPONSIBILITY OF POSTAL/COURIER DELAY SHALL NOT REST WITH BHEL.

for BHARAT HEAVY ELECTRICALS LTD

SR. ENGINEER (PURCHASE)

Agency	Contact details	
BHEL, PSER, Kolkata	Address	Bharat Heavy Electricals Limited, POWER SECTOR – EASTERN REGION 2nd FLOOR, Block-DJ, Plot- 9/1, SECTOR, SALT LAKE CITY, KOLKATA – 700 091
	Phone no.	DIRECT- 033-23211496, 23211690, EPABX – 23216130, Extn. – 3205
	FAX no.	033-23211960
	E-mail ID	anima@bhhelpser.co.in ; ssen@bhhelpser.co.in

[ANNEXURE - IV](#)

FORMAT FOR NO DEVIATION CERTIFICATE
(To be submitted in the bidder's letter head)

To,
Bharat Heavy Electricals Limited,
POWER SECTOR – EASTERN REGION
2nd FLOOR, Block-DJ, Plot- 9/1, SECTOR
SALT LAKE CITY, KOLKATA – 700 091
FAX – 033-2321-1960

Sub: NO DEVIATION CERTIFICATE FOR TENDER FOR “ENGAGING/ENLISTMENT OF AGENCY FOR SUPPLY OF MEDICINE FOR TWO (02) MONTHS AT BHEL:KOLKATA OFFICE”.

Tender No. PSER: PUR: HR: 130(VII): 099: (ENQ:15:PP:0015:PUR:131) Date: 19/12/2015.

Dear Sirs,

With reference to above, this is to confirm that as per tender conditions, we have visited site before submission of our offer and noted the job content & site conditions etc. We also confirm that we have not changed/modified the tender documents as appeared in the website/newspapers and in case of observance at any stage, it shall be treated as null and void.

We hereby confirm that we have not taken any deviation from tender clauses together with other references as enumerated in the above referred NIT *and confirm our acceptance to **reverse auctioning process*** and we hereby convey our unqualified acceptance to all terms and conditions as stipulated in the tender and NIT.

In the event of observance of any deviation in any part of our offer at a later date whether implicit or explicit, the deviations shall stand null & void.

We confirm to have submitted offer strictly in accordance with tender instructions.

Thanking you,

Yours faithfully,

(Signature, date & seal of authorized
representative of the contractor)

ANNEXURE - V

PRE – QUALIFICATION CRITERIA

Job: “ENGAGING/ENLISTMENT OF AGENCY FOR SUPPLY OF MEDICINE FOR TWO (02) MONTHS AT BHEL:KOLKATA OFFICE”.

Tender No. PSER: PUR: HR: 130(VII): 099: (ENQ:15:PP:0015:PUR:131) Date: 19/12/2015.

SL NO	CRITERIA
A	PRE-QUALIFICATION CRITERIA
1.0	<p>BIDDER SHOULD HAVE AVERAGE ANNUAL TURNOVER OF MINIMUM Rs 3.51 LAKH IN LAST 3 (THREE) FINANCIAL YEARS, ENDING ON 31-03-2015</p> <p>AUDITED BALANCE SHEET AND PROFIT & LOSS ACCOUNT OF THE COMPANY NEED BE SUBMITTED FOR LAST 3 (THREE) FINANCIAL YEARS, ENDING ON 31-03-2015 IN SUPPORT OF THIS REQUIREMENT.</p> <p>IN CASE AUDITED FINANCIAL STATEMENTS HAVE NOT BEEN SUBMITTED FOR ALL THE THREE YEARS AS INDICATED AGAINST ABOVE THEN THE APPLICABLE AUDITED STATEMENTS SUBMITTED BY THE BIDDERS AGAINST THE REQUISITE THREE YEARS, WILL BE AVERAGED FOR THREE YEARS.</p> <p>IF FINANCIAL STATEMENTS ARE NOT REQUIRED TO BE AUDITED STATUTORILY, THEN INSTEAD OF AUDITED FINANCIAL STATEMENTS, FINANCIAL STATEMENTS ARE REQUIRED TO BE CERTIFIED BY CHARTERED ACCOUNTANT.</p>
2.0	<p>VENDOR SHOULD HAVE EXPERIENCE IN SUCH BUSINESS/SUPPLY OF MEDICINES IN REPUTED ORGANIZATIONS – PSU/STATE GOVT./CENTRAL GOVERNMENT/PRIVATE SECTORS IN LAST SEVEN YEARS ENDING ON LATEST DUE DATE OF SUBMISSION OF OFFER. PROOF OF SAME IS TO BE ENCLOSED WITH THE OFFER.</p>
3.0	<p>BIDDER SHOULD HAVE VALID PAN AND VALID TRADE LICENSE IN WEST BENGAL.</p>

ENCLOSURES:--

- i) **TERMS AND CONDITIONS (ANNEXURE -II)**
- ii) **NO DEVIATION CERTIFICATE AS PER PRESCRIBED FORMAT (ANNEXURE-IV)**
- iii) **PRE-QUALIFICATION CRITERIA (ANNEXURE-V)**
- iv) **DECLARATION OF THE BIDDERS (ANNEXURE-VI)**
- v) **PRICE SCHEDULE (ANNEXURE-VII)**
- vi) ***GENERAL TERMS & CONDITIONS OF REVERSE AUCTION (PART – D)***
- vii) ***RTGS FORMAT (REAL TIME GROSS SETTLEMENT)***
- viii) ***SUSPENSION OF BUSINESS DEALING WITH SUPPLIERS - ANNEXURE-A***
- ix) ***FORMAT FOR CERTIFICATE BY CHARTERED ACCOUNTANT ON LETTER HEAD - ANNEXURE-B***
- x) ***FORMAT FOR DECLARATION FOR RELATION IN BHEL***
- xi) ***FORMAT FOR SEEKING CLARIFICATION***

ALL THE PAGES OF NIT SHALL BE DULY SIGNED & STAMPED BY THE BIDDER WHILE SUBMITTING THE OFFER.

For & on behalf of
BHARAT HEAVY ELECTRICAL LIMITED

SR. ENGINEER (PURCHASE)

ANNEXURE-VI

DECLARATION OF THE BIDDERS

Job: "ENGAGING/ENLISTMENT OF AGENCY FOR SUPPLY OF MEDICINE FOR TWO (02) MONTHS AT BHEL:KOLKATA OFFICE".

01. I,hereby certify that all the information and date furnished by me with regard to this **Tender No. PSER: PUR: HR: 130(VII): 099 (ENQ:15:PP:0015:PUR:131) Date: 19/12/2015** are true and complete to the best of my knowledge.
02. I have gone through the tender specifications, scope of work, terms and conditions mentioned in Annexure as well as General and Special conditions of contract and various stipulations in detail and agree to abide by them and comply with the requirements and intent of specifications.
03. I also certify that there have been no deviations from the tender requirements in the bid submitted against this tender.
04. I further certify that I am duly authorized representative of the under mentioned tenderer and hold a valid power of attorney to this effect, a copy of which is enclosed.

Signature:

Name :

Date :

Designation :

Seal:

Tenderers Name and address

PART-D:
General Terms & Conditions of Reverse Auction

Against this enquiry for the subject item/ system with detailed scope of supply as per enquiry specifications, BHEL may resort to "REVERSE AUCTION PROCEDURE" i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).

1. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
2. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit 'online sealed bid' in the Reverse Auction. Non-submission of 'online sealed bid' by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.
3. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
4. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
5. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.
6. Bidders have to fax the Process Compliance form (**Annexure-III of Business Rule Document of Reverse Auction – shall be shared to bidders along with intimation of RA schedule**) before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
7. In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for non-compliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.
8. Reverse auction will be conducted on scheduled date & time.
9. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.
10. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, (**as per Annexure-IV of Business Rule Document of Reverse Auction**) as provided on case-to-case basis to Service provider within two working days of Auction without fail.
11. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice.
12. Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the 'Business Rules of Reverse Auction', which will be communicated before the Reverse Auction.
13. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
14. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
15. In case BHEL decides to go for reverse auction, the H1 bidder(s) (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process.

ANNEXURE-II

TERMS AND CONDITIONS FOR ENGAGING AGENCY FOR SUPPLYING MEDICINES TO BHEL DISPENSARY

1. The Vendor must have at least one Chemist Shop within 20 KMs radius from BHEL Bhavan, located at Sector-II (Karunamoyee), Salt Lake, Kolkata-700 091 and at least 3 Chemist Shops within Kolkata.
2. The Vendor/Chemist Shop should have proper License from concerned authorities for doing such business. The Vendor should follow the requisite stipulations laid down by the State/Central Government for supplying of medicine To BHEL. The Vendor should furnish the PAN No./TIN No. to Finance Department, PSER : Kolkata for making payment of the bills.
3. The Vendor should arrange for catering to the needs of BHEL employees and should deploy one competent person whose job will be the collection of Doctors' Prescriptions from BHEL Pharmacist and handing over the medicines according to the said Doctor's Prescriptions to the BHEL Pharmacist within one and half hour.
4. The Vendor should ensure sub mission of proper Tax Invoice as per W.B. Value Added Tax Act.
5. As the senior citizens/ladies would be waiting for the medicines, The Vendor should deliver the medicines at BHEL office within one and half hour after collection of prescription.
6. One person with requisite experience & qualification in medicine is to be deployed by the Vendor at BHEL Medicine Store on all BHEL working days from 09-00 Hrs. to 17-30 Hrs to co-ordinate smooth and timely supply of medicines to BHEL.
7. The payment to the person deployed by the Vendor at BHEL Medicine store shall be borne by the vendor and in case of his/her absence, Rs. 300/- per day for such absence will be deducted from the bill of the Vendor.
8. The Vendor should have own Chemist with valid license.
9. As per BHEL Doctors' prescription, the Vendor should have to supply only branded medicines. In case of non-availability of any particular medicine and if the Vendor supplies composition thereof instead of branded medicines, that will not be acceptable to BHEL.
10. The respective Batch No. with manufacturing date & expiry date of the supplied Medicines should be clearly mentioned in the challan.
11. The Vendor should submit the bill in triplicate to BHEL for payment once in every month and BHEL shall pay the said bill after necessary checking within 15 working days time of the receipt of the bill.
12. Function of BHEL office at Salt Lake starts at 09-00 hours in the morning and normally closes at 17-30 hours in the evening. All Sundays, Second and Last Saturdays of each month are Holidays apart from 10 Gazetted Holidays.

13. The contract will be initially for 02 (Two) months which may be extended further at the discretion of BHEL Management on the mutually agreed terms and conditions. However BHEL reserves the right to terminate the contract at any time by giving 15 days' notice.
14. If any dispute arises in connection with the genuineness of the supplied medicines, the Vendor shall be bound to produce necessary documents to BHEL authorities in support of the said genuineness of the medicines.
15. If the Vendor feels at any point of time during contract period or at the extended period of contract that the Vendor is unable to serve BHEL i.e. will not able to supply medicine properly, whatever may be the reason, the Vendor should give at least 30 days' notice to BHEL.
16. The Vendor is to review the pattern of Doctor's prescription every month so that the Vendor will have an idea for procurement of sufficient medicine as per requirement of BHEL employees and their families.
17. The Vendor should follow the instructions of BHEL authorized representative(s) in respect of supply of medicine to BHEL Dispensary located at BHEL Bhavan for the benefit of BHEL regular and retired employees.
18. Tentative volume of the job is approximately Rs. 9.00 Lac (Rupess Nine Lac only) for 02 months.

TENTATIVE LIST OF MEDICINES

SL. NO.	ADVICE	QTY.	TYPE (SYRUP/TAB/GEL)	NAME OF THE COMPOSITION
1	AQUAZIDE-12.5	20000	TAB	HYDROCHLOROTHIAZIDE-12.5 MG
2	ALEX COUGH SYRUP-SF	400	BOT	COUGH FORMULA SUGAR FREE
3	ALLEGRA-120-120	2000	CAP	FEXOFENADINE-120 MG
4	ALPHAD3-.5	4000	CAP	ALFACALCIDOL-0.5MG
5	AMIXIDE-H-0	3000	TAB	AMITRIPTYLINE+CHLORDIAZEPOXIDE
6	AMLOPIN-2.5	10000	TAB	AMLODIPINE-2.5
7	ANGISPAN TR-6.5	2000	TAB	NITROGLYCERIN-6.5
8	ANGISPAN-TR-2.5	8000	TAB	NITROGLYCERIN-2.5
9	ANOVATE-0	500	TUBE	PHENYLEPHRINE+BECLOMETHASONE+LIDOCAINE OINMENT
10	ASOMEX-5-5	5000	TAB	S-AMLODIPINE-5MG
11	ATARAX-25	3000	TAB	HYDROXYZINE 25 MG
12	ATEN-25-25	1500	TAB	ATENALOL-25MG
13	ATIVAN-1	5000	TAB	LORAZEPAM 1MG
14	ATORVA-5	15000	TAB	ATORVASTATIN-5MG
15	BETACAP-TR 40	2042	TAB	PROPRANOLOL-40 MG
16	BIFILAC-00	5000	CAP	PROBIOTIC& PREBIOTIC
17	CALCIGARD RETARD-20	600	TAB	NIFEDIPINE RETARD 20MG
18	CALPOL-650	5000	TAB	PARACETAMOL 650MG
19	CARTIGEN -DUO	15000	TAB	GLUCOSAMIN+DYCERIN
20	CILACAR-10-10	15000	TAB	CILNIDIPINE-10MG

21	CILACAR-5	15000	TAB	CILNIDIPINE-5MG
22	CLOBEN-G OINMENT	200	TUBE	BECLOMETHASONE+DIPROPIONATE NEOMYCIN+CLOTRIMAZOLE OINMENT
23	CONCOR-2.5	5000	TAB	BISOPROLOL-2.5MG
24	CONCOR-5	5000	TAB	BISOPROLOL-5 MG
25	CREON-10000	10000	TAB	PANCREATIN MINIMICROSPHERES-10000
26	CTD-12.5MG	15000	TAB	CHLORTHALIDONE-12.5 MG
27	CTD-6.25	10000	TAB	CHLORTHALIDONE-6.25 MG
28	DIANORM OD-30MG	5000	TAB	GLICAZIDE MODIFIED RELEASE 30MG
29	DILGARD XL-90	2000	CAP	DILTIAZEM SUSTAINED RELEASE 90 MG
30	DOMSTOL -TAB 30MG	15000	TAB	DOMPERIDONE-10MG
31	DONAMEM-5	2000	TAB	MEMANTINE-10MG+DONEPEZIL-5MG
32	DULANE-30	3000	CAP	DULOXETINE-30MG
33	DUOLIN INHALER-20	200	INH	IPRATROPIUM BROMIDE INHALER
34	DUPHALAC SYP-450ML	1000	BOT	LACTULOSE SOLUTION 450 ML
35	DYTOR-10	5000	TAB	TORSEMIDE 10 MG TABLET
36	ELTROXIN-75	10000	TAB	THYROXINE SODIUM 75
37	ESAM -2.5	3000	TAB	S-AMLODIPINE 2.5 MG
38	EUREPA-5	1200	TAB	REPAGLINIDE-0.5MG
39	EVION-400	1500	TAB	VITAMIN-E 400 MG
40	FAMOCID-20	6000	TAB	FAMOTIDIN 20 MG
41	FEBUSTAT-40	20000	TAB	FEBUXOSTAT 40 MG
42	FLOTRAL-0	1200	TAB	ALFUZOSIN-10 MG
43	FLUDAC-20	5000	CAP	FLUXETIN-20MG
44	FOLVITE-5	15000	TAB	FOLIC ACID 5 MG
45	FORACORT INH-200	400	INH	BUDESONIDE-200+FORMOTEROL
46	GABAPIN-100	20000	TAB	GABAPENTIN-100MG
47	GABAPIN-300	10000	TAB	GABAPENTIN-300 MG
48	GLYCOMET-SR-1GM	30000	TAB	METFORMIN SUSTAINED RELEASE 1 GM
49	GABAPIN-NT-300	3000	CAP	GABAPENTIN-300 MG+NORTRYPTOLIN
50	GANATON TOTAL-150	6000	CAP	ITOPRIDE-150+PANTAPRAZOLE-40
51	GEMFOS-35	2000	CAP	RISEDRONATE SODIUM-35MG
52	GLIZID-M-80	15000	TAB	GLICAZIDE 80+METFORMIN 500MG
53	GP-0.5MG	1200	TAB	GLIMEPRIDE 0.5MG
54	HCQS-200	10000	TAB	HYDROCHLOROQUINE-200
55	HIFENAC-200	1000	CAP	ACECLOFENAC-SUSTAINED RELEASE-200
56	IMDUR-30	2000	TAB	ISOSORBIDE MONONITRATE SR 30MG
57	INDERAL-10	2000	TAB	PROPRANOLOL 10 MG
58	JANUVIA-100	6000	TAB	SITAGLIPTIN-100 MG
59	JANUVIA-50	10000	TAB	SITAGLIPTIN-50MG
60	LANJOL-JR-15	6269	TAB	LANSAPRAZOLE-15 MG
61	LATOPROST-RT -EYE DROP	988	BOT	LATANOPROST EYE DROPS
62	L-CIN 500	500	CAP	LEVOFLOXACIN-500MG
63	LESURIDE-75	3000	TAB	LEVOSULPRIDE-75MG
64	LEVARA-500	1200	CAP	LEVETIRACETAM-500
65	LIBRAX-5	2000	TAB	CHLORDIAZE POXIDE+CLINIDIUM BR
66	LIPAGLYN-4	1200	TAB	SAROGLITAZAR-4

67	LORVAS - SR-1.5	2000	TAB	INDEPAMIDE-1.5MG SUSTAINED RELEASE
68	MARTIFUR-MR-100	2000	TAB	NITROFURANTOIN-SR-100MG
69	MEGAFREEFLEX-750	6000	TAB	GLUCOSAMINE-750+METHYL SULPHONYL250+METHYLCOBALAMIN
70	METACARD XL-12.5	3000	TAB	METOPROLOL-SR-12.5MG
71	METAPRO XL-25	6000	TAB	METOPROLOL-SR-25MG
72	METROGYL MOUTH GEL-00	1487	TUBE	METRONIDAZOLE MOUTH GEL
73	MIRTAZ-15	5733	TAB	MIRTAZAPINE -15MG
74	MONTAIR-5	12000	CAP	MONTELUCAST SODIUM 5 MG
75	MEGAHEAL OINT	200	TUBE	AMORPHOUS HYDROGEL WITH COLLOIDAL SILVER
76	MUCINAC-600	2000	CAP	ACETYLCYSTEINE 600MG
77	NEBICARD-2.5	3000	CAP	NEBIVOLOL-2.5MG
78	NEXPRO RD-40	10000	TAB	ESOMAPRAZOLE-40+DOMPERIDOM
79	NODOSIS-500	3000	CAP	SODIUM -BICARBONATE-500
80	NUSAM-00	5000	CAP	S-ADENOSYL METHIONINE
81	OLMESAR-20	10000	TAB	OLMESARTAN-20 MG
82	OLMESAR-40	15000	CAP	OLMESARTAN-40 MG
83	OPTIVE EYE DROPS-00	304	BOT	CARBOXYMETHYLCELLULOSE
84	PAN-D	30000	CAP	PANTAPRAZOLE-40+DOMPERIDOM-30MG
85	OTRIVIN NASAL DROPS-00	1000	TAB	XYLOMETAZOLINE0.1% NASAL SPRAY
86	PAN-40	50000	TAB	PATAPRAZOLE-40 MG
87	PANLIPASE-25000	1200	TAB	PANCREATIN-25000MG
88	PARKITIDIN100-100	2000	TAB	AMANTADINE HYDROCHLORIDE
89	PHOSTAT-667	1200	TAB	CALCIUM ACETATE-667
90	PIOZ-7.5	2000	TAB	PIOGLITAZONE-7.5 MG
91	PRAMIPEX-0.25	1421	CAP	PRAMIPEXOLE-0.25
92	PRESOLAR-20	5000	TAB	NIFEDIPINE-20+ATENOLOL
93	PROTHIADEN-50	646	TAB	DOSULEPINE-50
94	QUITIPIN-25	154	CAP	QUETIAPINE-25
95	RANOZEX-500	6000	CAP	RANOLAZINE-500MG
96	RANTAC-150	12000	CAP	RANITIDINE-150MG
97	RAZO-20	20000	CAP	RABEPRAZOLE-20 MG
98	REFRESH TEAR-00	500	BOTT	SODIUM CARBOXYMETHYL CELLULOSE 5MG/ML
99	RIFAGUT-200	2653	TAB	RIFAXIMIN-200
100	ROCALTROL-.25	5000	TAB	CALCITROL-0.25
101	ROLITEN-OD-4	2000	TAB	TOLTERODINE-0.4MG
102	ROSUVAS-5	15000	TAB	ROSUVASTATIN-5MG
103	SERENACE-1.5	1800	TAB	HALOPERIDOL
104	STILOZ-50 MG	2000	TAB	CILOSPAZOL 50 MG.
105	SIBELIUM-10	1200	TAB	FLUNARIZIE
106	SILODOL-8MG	5000	TAB	SILODOSIN 8 MG TABLET
107	STALOPAM-5	1200	TAB	ESCITALOPRAM 5MG.
108	SYNDOPA PLUS-110	1265	CAP	LEVODOPA+CARBIDOPA-25
109	SYNDOPA-110	2000	CAP	LEVODOPA+CARBIDOPA-10
110	TELMA-20-20	20000	TAB	TELMISERTAN-20 MG

111	TELMA-80-80	6000	TAB	TELMISERTAN-80 MG
112	TENDOCARE-00	3000	TAB	CHONDROITIN SUL.COLLAGEN PEPTIDE
113	TIXYLIX SYP	120	BOTT	DRY COUGH FORMULA PAEDIATRIC
114	THYRONORM62.5MCG	3000	TAB	THYROXINE SODIUM 62.5MCG
115	THYRONORM-88MCG	3000	CAP	THYROXINE SODIUM 88MCG
116	THYROX-12.5MCG	6000	TAB	THYROXINE SODIUM 12.5 MCG
117	TIATE-INHALER	200	BOT	TIOTROPIUM BROMIDE INHALER
118	TOPAMAC-100	2000	TAB	TOPIRAMATE-100MG
119	TREMNIL-2	1200	CAP	TRIHEXYPHENIDYL 2MG TABLET
120	UDILIV-150	6000	TAB	URSODEOXYCHOLIC ACID-150 MG
121	UDILIV-300	12000	TAB	URSODEOXYCHOLIC ACID-300 MG
122	ULTRACET-50	2000	TAB	TRAMADOL+PARACETAMOL
123	UNIBRON-EYE-00	500	BOTT	BROMFENAC OPHTHALMIC SOLUTION
124	UPRISE-1000	3000	TAB	CHOLECALCIFEROL-1000 IU
125	UPRISE-D3-60000	3000	CAP	CHOLECALCIFEROL-60000 IU
126	URISPAS-00	1000	TAB	FLAVOXATE-200MG TABLET
127	VALZAR-40-40	2000	CAP	VALSERTAN-40MG
128	VIT-C-500	1000	TAB	ASCORBIC ACID CHEWABLE TABLET
129	VOLIBO-2	10000	TAB	VOGLIBOSE-0.2MG
130	VOLIBO-0.3	10000	TAB	VOGLIBOSE-0.3MG
131	ZAPIZO.5	5000	CAP	CLONAZEPAM-0.5MG
132	ZENTEL-400	500	TAB	ALBENDAZOLE-400 MG
133	ZEVERT-16	6000	TAB	BETA-HISTAMIN-16MG
134	ZYLORIC-100	10000	TAB	ALLUPURINOL-100 MG

Onco, Renal, Pediatric, Ophthalmic, and other some essential medicines including antibiotic.

SL. NO.	MEDICINE NAME	QTY.
1	IOBET EYE DROP	100
2	UNIBRON EYE DROP	500
3	REFRESH TEAR	500
4	LATOPROST EYE DROP	500
5	LATOPROST-RT EYE DROP	500
6	OLOPAT EYE DROP	30
7	ZEENTEL SYP	150
8	AZITHRAL SYP	500
9	ZOLADEX INJ.	10
10	ZAHA EYE OINT.	30
11	TOBA- EYE DROP	100
12	TRVATON EYE DROP	100
13	TEAR EYE DROP	130
14	REFRESH LIQ JEL	200
15	PERINORM DROP	50
16	NORFLOX EYE DROP	100
17	NORVENT SYP	100
18	NOSIKIND -P-NAS.DROP	150

19	NOWRM SYP.	200
20	O2 SYP	150
21	OFLOX EYE DROP	40
22	OFM SYP.	100
23	OLOPAT-KT EYE DROP	50
24	OPTIVE EYE DROP	100
25	OTRINOZ -N-P DROP	100
26	ORTIVIN PAED.NES,DROP	90
27	MONTAIR 5MG.	5000
28	MOX-CLAV SYP.	100
29	MOXIFLOX EYE ONT.	30
30	MOXIFLOX EYE DROP	100
31	NASOCLEAR EYE DROP	150
32	NEMOCID SYP.	100
33	NEFROSAVE TAB.	10000
34	NEPAFLAM EYE DROP	50
35	NEPAFLAM EYE ONY.	30
36	NEVANAC EYE DROP	40
37	MAXTRA DROP	100
38	METROGYL SYP.	200
39	MIRCERA INJ.	30
40	MOISOL EYE DROP	50
41	JUST TEARS EYE DROP	60
42	K-BIND SCHET	1000
43	LATACOM EYE DROP	100
44	GATILOX EYE DROP	60
45	GARDESIL INJ.	10
46	GATILOX -DM EYE DROP	60
47	GENTEAL DROP	150
48	GENTEAL GEL DROP	100
49	GLUCOMOL EYE DROP	100
50	EXTRA LUBE EYE DROP	60
51	EYEMIST EYE DROP	90
52	FLAGYL SYP.	40
53	FLOGEL EYE DROP	60
54	FLUR EYE DROP	60
55	DORZOX EYE DROP	90
56	DUODROP EYE DROP	60
57	DIAMOX CAP.	100
58	CMC EYE DROP	90
59	CROCIN SYP.	120
60	CROCIN DROP	100
61	DEXONA EYE DROP	100
62	TIXILYX SYP.	200
63	CIPLOX EYE DROP	80
64	CIPLOX EYE ONT.	50
65	CIPLOX -D EYE ONT.	100
66	A TO Z SYP.	150

67	PEGGRAFEEL INJ.	20
68	MYFORTIC 360	5100
69	TACSANT 1MG.	6000
70	SOFT EYE DROP	120
71	LENANGIO	360
72	THANGIO	160
73	CETZINE SYP	120
74	CALPOL SYP	300
75	POLYBION SYP	60
76	TIMOLET E/DROPS	115
77	EROLOT	200
78	CELLOCEPT	1400
79	PECEF-DUO	600
80	AUGMENTIN 1GM.	1000
81	ZINOX	1500
82	ACYCLOVIR 800MG.	300
83	VALCIVIR 1000	300
84	KELOCOTE ONT.	30
85	BEVON DROP	60
86	RIFAGUT 400	6000
87	RIFAGUT 200	500
88	UDIHEP FORT	10000
89	VITANOVA D3 DROP	100
90	CREON 10000	6000
91	NUSAM 400	8000
92	OSTEO SPRY	60
93	MIDACIP SPRY	60
94	FORTEO INJ.	20
95	CEFTUM 500	400
96	ALTACEF DUO	300

NOTE: ABOVE MENTIONED MEDICINES & QUANTITY ARE TENTATIVE.

ANNEXURE-VII

**BHARAT HEAVY ELECTRICALS LTD
POWER SECTOR EASTERN REGION
KOLKATA**

PRICE SCHEDULE

WORK: "ENGAGING/ENLISTMENT OF AGENCY FOR SUPPLY OF MEDICINE FOR TWO (02) MONTHS AT BHEL:KOLKATA OFFICE".

Tender No. PSER: PUR: HR: 130(VII): 099: (ENQ:15:PP:0015:PUR:131) Date: 19/12/2015.

DISCOUNT QUOTATION

Sl. No.	Maximum % Discount on Printed Price**
Job: ENLISTING/ENGAGING AGENCY FOR SUPPLYING MEDICINES TO BHEL DISPENSARY for Two (02) Months as per scope & Terms & conditions of the tender.	IN FIGURE: % IN WORDS: (..... ) )

Note:

- 1) ** Price means: M R P, which is inclusive of all taxes & duties.
- 2) Discount offered shall remain firm for entire contract period of two (02) months.
- 3) Evaluation shall be on maximum percentage (%) discount on printed price/MRP (inclusive of all taxes & duties).

SIGNATURE OF THE TENDERER & DATE:

NAME, DESIGNATION & SEAL:

ANNEXURE-A

1	Suspension of business dealing with Suppliers Depending upon the gravity of the omission or commission by the Supplier, the Supplier may be either put on hold for future enquiries for specific material category/ item or delisted or banned as detailed hereinafter.
2.0	Hold A Supplier may be put on hold for future enquiries for specific material category/ items/ works for a specific unit on the basis of one or more of the following reasons:
2.1	Before placement of order, Supplier does not honour his own offer or any of its conditions within the validity period.
2.2	In the last three consecutive supplies of a specific material category, average quality rating as at the end of the previous calendar month falls below 80% of the quality weightage. This is irrespective of supplies against PO(s) having single/ multiple delivery schedules.
2.3	Two consecutive delays, for reasons of delay attributed to the Supplier, in execution of the contracts where delay occurred is such that a) prescribed maximum LD time limits of the contracts is reached/ exceeded or b) delay period has equaled/ exceeded the original delivery period specified in the contracts whichever among the above is earlier.
2.4	Supplier performance rating in line with SEARP falls below 60% of the specific material category.
2.5	Supplier fails to respond against three consecutive tenders. ('Regret letter' from the Supplier is to be considered as response)
2.6	Supplier fails to settle any outstanding on account of material (including short return)/ scrap or on any other account.
2.7	Supplier works are under strike/ lockout for a period of more than six months.
3.0	De-listing A Supplier may be de-listed i.e. removed from the list of registered Suppliers of a Unit for all categories of material on the basis of one or more of the following reasons:
3.1	Supplier in any way tampers with tendering procedure affecting ordering process.
3.2	Supplier has misused BHEL documents/ drawings or has breached the confidentiality agreement with BHEL.
3.3	After placement of order, Supplier fails to execute the contract.
4.0	Banning A Supplier can be banned from doing any business with all Units of BHEL on the basis of receipt of evidence of one or more of the following reasons:
4.1	Supplier is found to be responsible for submitting fake/ false/ forged documents, certificates, or information or has resorted to unethical, illegal means in getting the contract.
4.2	In spite of warnings, the Supplier persistently violates or circumvents the provisions of labour laws/ regulations/ rules and other statutory requirements.
4.3	Supplier is found to be involved in cartel formation or in any act so as to influence the bidding process or influence the price.
4.4	The Supplier has indulged in malpractices or misconduct such as bribery, corruption and fraud, pilferage etc.
4.5	The Supplier is found guilty by any court of law for criminal activity/ offences involving moral turpitude in relation to business dealings.
4.6	The Supplier is declared bankrupt, insolvent, has wound up or been dissolved; i.e. ceases to exist for all practical purposes.
4.7	Supplier is found to have obtained any internal information/ documentation of BHEL by unauthorized means.
4.8	A decision has been taken by the administrative ministry of the Government to ban business dealings with a Supplier and such decision has been communicated to BHEL.
4.9	The foreign Principals along with the representing Agent shall be banned together if information submitted by them about their precise relationship, commission/ remuneration etc. payable/ receivable and other particulars as asked by BHEL, as per the extant guidelines regarding dealing with Agents of Foreign Suppliers is found false/ incorrect.
4.10	Supplier has substituted, damaged, failed to return, or unauthorizedly disposed off free issue materials/ tools etc. of BHEL.
5.0	Contracts already entered with a contractor before the date of issue of order of 'HOLD' or 'DE-LISTING' shall not be affected.
6.0	All existing contracts with a 'BANNED' contractor shall normally be short closed
7.0	Once the order for banning is passed, existing offers/ new offers of the Supplier shall not be entertained.
8.0	The above guidelines are not exhaustive but enunciate broad principles governing action against contractors

ANNEXURE-B

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 from the Books of Accounts that the investment of the company as per the latest audited financial year 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 which is not applicable) and the date of graduation of such enterprise from its original category is (dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide 5.0. 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

DECLARATION FOR RELATION IN BHEL

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder failing which the offer of Bidder is liable to be summarily rejected)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Declaration for relation in BHEL**

Ref: 1) NIT/Tender Specification No:,

I/We hereby submit the following information pertaining to relation/relatives of Proprieter/Partner(s)/Director(s) employed in BHEL.

Tick (√) any one as applicable:

1. The Proprietor, Partner(s), Director(s) of our Company/Firm DO NOT have any relation or relatives employed in BHEL

OR

2. The Proprietor, Partner(s), or Director(s) of our Company/Firm HAVE relation/relatives employed in BHEL and their particulars are as below:

(i)

(ii)

Signature of the Authorized Signatory

Note:

1. Attach separate sheet, if necessary.
2. If BHEL Management comes to know at a later date that the information furnished by the Bidder is false, BHEL reserves the right to take suitable against the Bidder/Contractor.

FORMAT FOR SEEKING CLARIFICATION

(To be typed and submitted in the Letter Head of the Company/Firm of Bidder)

To,

(Write Name & Address of Officer of BHEL inviting the Tender)

Dear Sir,

Sub: **Request for Clarification**

Ref: 1) NIT/Tender Specification No:,
2) All other pertinent issues till date

Sl no	Reference clause of Tender Document	Existing provision	Bidder's query	BHEL's clarification
1				
2				
3				

Yours faithfully,

(Signature, date & seal of Authorized Representative of the Bidder)

RTGS FORMAT

Form for getting payment through RTGS (Real Time Gross Settlement)

01. NAME OF VENDOR
02. ADDRESS
03. VENDOR'S BANK A/C NAME
04. VENDOR'S BANK A/C NO.
05. NAME OF BANK
06. NAME OF BRANCH
07. BRANCH PH. NO.
08. CITY
09. IFSC CODE OF THE BRANCH

THE CHARGES IF ANY FOR PAYMENT THROUGH RTGS MAY BE RECOVERED FROM THE BILL SUBMITTED BY US.

SIGNATURE OF AUTHORISED
REPRESENTATIVE OF VENDOR WITH DATE &
SEAL

CONFIRMATION BY BANKER WITH
OFFICE SEAL

Note : Incorrect information will create accounting complications and payment will be delayed

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