



**BHARAT HEAVY ELECTRICALS LIMITED**  
(A Govt. of India undertaking)

MM - Department, JHANSI - 284129

E0651820

**INSTRUCTION FOR SUBMISSION OF TENDER**

1. The offers against the enquiry shall be submitted in two parts. The first part called Techno-commercial bid i.e. Part-A shall be un-priced and will be submitted in line with Annexure I & II. Duly signed copy of annexures I, II, III & IV (unpriced bid copy) shall be submitted by supplier in techno-commercial bid as a token of acceptance of our tender terms & conditions. If above said signed documents are not submitted the offer shall be liable for rejection.

The second part called Price-bid i.e. Part-B shall be submitted in the format given in annexure -IV

2. The vendors shall submit Part-A and part-B of their bids in two different sealed envelopes duly super scribing- Enquiry No. and part No. of the bid. These two parts of the bid shall be kept together in the third envelope giving enquiry No. due date and time of opening as indicated the tender document (Enquiry No..... due date on ....., 13.15 Hrs)
3. Part-A of the bid alone shall be opened on the due date in presence of the tenderers in the first instance. This part of the bid shall be examined in detail. Part-B of the bid shall be opened only for those tenderers whose Techno Commercial offers are found acceptable by BHEL. Such tenderers shall be advised the date and time of opening of part B i.e. price part to their bids. Tenderers must carefully go through all the instruction and conditions before filling in part B of the bid. Any type of mistake in submission of the bids will make the tender liable for rejection.
4. 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. 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 bringing out deviations, if any.
5. Tenders not complying with the above and other requirements of the tender shall be liable for rejection. Tenderers are therefore advised to read all the documents carefully before submission of the bids and ensure the fulfillments of the technical and commercial parameter.
6. 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 pre-printed overleaf of the enquiry.

*Signature*



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7. No over-writing in any of the documents of Part-A of Part-B is permitted. Corrections in the bid should normally be avoided. However, when these become essential, bidder shall strike out the incorrect information and put the correct information duly endorsing each correction with his signatures.

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We confirm above instructions have been fully understood. We further confirm that price bid has been submitted exactly in line with format at annexure- III 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, deviation in payment terms etc.) BHEL has full right not to accept our offer.

Signature: .....

Name.....

Designation.....

Seal.....

*Signature*



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Annexure - I

**QUALIFYING REQUIREMENT**

**1. Technical**

- a. Should be approved by CLW/RDSO for enamelled + Nomex covered rectangular Copper Conductor for LOT-6500/LOT-7500 3-phase locomotive transformers.
- b. Should have in-house facilities for the manufacturing of enamelled + Nomex covered rectangular copper conductor such as drawing, annealing, enameling, paper covering etc. List of manufacturing facilities should be submitted with Part-I bid.
- c. Should have in-house test facilities for the inspection and testing of the end products as per National/ International/ BHEL Standards such as hardness tester, resistivity tester, BDV tester, tensile tester, micro meter etc. List of testing facilities should be submitted with Part -I bid.
- d. Should have experience in the manufacturing and supply of enamelled + paper insulated rectangular copper conductor. Documentary evidence of their past executed order for last 01 year should be submitted with Part- I bid.

**Important Note:**

Documentary proof for each of the above qualifying requirements must be submitted alongwith Part - I "Techno-Commercial Bid". Bids received without documentary proof are liable to be rejected for not meeting the qualifying requirements.

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Annexure - II

**COMMERCIAL TERMS & CONDITIONS**

1. **Description :** Nomex PICC with enamel covering as per size 2.65 x 4 x 1132 mtr lg as per enclosed technical annexure.
2. The rate contract shall be valid for ordering of one year from the date of finalization and supply upto 3 months thereafter. The contract may be extended for maximum one year (or part thereof) on mutual consent. Regular PO on need basis will be placed by BHEL as and when required under the provision and during the validity of the rate contract.
3. The order shall be awarded for supply on finished basis. Price on finished basis shall consist of basic copper rates and fabrication rates.
4. Final price on finished basis shall consist of basic copper rates and fabrication rates.

Final item rate in Rs./Kg = Copper rate in Rs./kg + Fabrication charges in Rs./Kg

a) Copper rates in Indian rupee shall be calculated based on below:

• **LME CSP & exchange rate (SBI TT selling rate) :**

This will be corresponding to LME CSP as on 3rd LME working day from the date of letter of intent (LOI) /instruction for copper booking (excluding date of LOI).

Exchange rate shall be SBI TT selling rate of date next to date of CSP. In case of SBI holiday, exchange rate of next working day shall be considered.

• **Premium:** ..... US\$/MT.

(To be quoted by supplier)

This will remain firm throughout the validity of contract.

• **Multiplication factor :** .....

(To be quoted by supplier).

This will remain firm throughout the validity of contract. In case of any change by primary copper manufacturer, relevant documents as a proof shall be submitted by supplier.

• **Handling charges:** ..... Rs./MT.

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(To be quoted by supplier)

This will remain firm throughout the validity of contract.

**Basic copper price= [(LME price+ Premium)x Multiplication factor x Exchange rate]+ Handling charges**

b) Total fabrication charges (Rs/Kg) shall be quoted on FOR BHEL Jhansi basis inclusive of packing, forwarding, freight & insurance charges. Fabrication charges shall be quoted by supplier in price bid i.e. annexure IV only.

5. The validity of the quotation shall be for a period of 90 days from the opening date of tender.

**6. Payment Terms:**

100% payment after 60 days of receipt and acceptance of material at BHEL works. The suppliers who are availing MSMED facility (payment by BHEL within 45 days of DRS if there is no objection) with us will continue to get this facility. This facility can be extended to other eligible suppliers also. For other suppliers, standard payment terms shall be applicable for deciding tender. Both payment terms will be treated at par.

For any other payment term, BHEL will load total cash outflow in case of alternate payment terms for number of days of deviation with respect to our standard terms of payment @ (base rate of SBI+6%) per annum.

Base rate of SBI shall be taken as the rate applicable on the date of 'techno-commercial bid' opening date. Base rate of SBI is available at SBI site. At present base rate is 10%.

In case where there are deferred payment terms i.e. payment in more than one stage, loading shall be done on pro-rata basis on the deferred amounts.

7. Offer received with any conditions not mentioned in our tender e.g. minimum ordered quantity, slab wise rate etc. shall be liable for rejection.
8. Blank price bid/ copy of price bid after erasing price must be submitted alongwith techno-commercial bid.
9. "Offer based on firm prices or offers with PVC based on other base price shall be liable for rejection".

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10. For evaluation purpose, LME & SBI TT selling rate as on techno-commercial bid (part - A) opening date shall be considered. If on bid opening date is holiday then last LME working day prior to bid opening (part-A) shall be considered.
11. The empty wooden reels shall be on returnable basis and shall be collected by vendor at his own cost from BHEL works. This factor may be considered while quoting rates.
12. Quantity tolerance against individual PO item shall be  $\pm 2\%$ . However requirement such as specified coil weight/ length shall have to be adhered to.
13. Resistivity, radial insulation thickness test as per applicable standard/ IS may be conducted at supplier's works by RDSO on sample basis. The programme for testing at supplier's works shall be informed in advance before dispatch. Quality plan standard sheet no. QP/W/049 shall be applicable.

**14. Reverse auction:**

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. 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.

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 their necessary 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.

Information and General Terms and conditions governing RA are mentioned in annexure-VI.

- 15. Manner of Splitting of rate contract quantity** : The rate contract may be finalized with more than one vendor. However, allocation of rate contract quantity will be in decreasing order (max quantity to the lowest bidder L1, then to L2, L3 etc considering their capacity & delivery / production requirement of BHEL. The rate contract will be established with in n

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suppliers (n being variable depending on response of counter offer of L1 landed rate but limited to 3 vendors or n-1 vendors, whichever is lower)

The distribution of rate contract quantity shall be as follows :

Rank*	Weightage	% Share
1 (vendor with lowest rate )	n	n/Z X 100.
2	n-1	n-1/ Z X 100
3	n-2	n-2 / Z X 100
4	n-3	n-3 / Z X 100
n ( Vendor who has accepted counter offer & has bid highest rate among 1 to 'n')	1	1 / Z X 100

$$\text{Total Z} = \frac{n(n+1)}{2}$$

L1 and those vendors who accept counter offer have to accept distribution of quantity as above.

**\*Rank of Suppliers among L1 and those who have accepted counter offer (from lowest rate to highest rate)**

16. The L1 rate will be counter offered in sequence to L2 L3 , L4 ..... ( Low to high ).....for acceptance till a total of required vendors are available for finalization of rate contract at L1 negotiated rate.
17. In case of distribution of quantity with more than one supplier, percentage ordering may vary depending on performance & delivery rate of vendor.
18. The bidders are requested to indicate their production capacity in MT/ month which will be available for BHEL Jhansi during this contract validity period. Imposition of LD due to late delivery and risk & cost purchase will be done on suppliers failing to meet delivery commitment since BHEL will be committing large quantity based on your capacity declaration.
19. BHEL reverse the right to enter rate contract for full or part quantity without assigning any reason.

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20. Total qty is 158.625 MT as given in enquiry. Quantity given is indicative only and total quantity for R/C may vary +30% depending upon BHEL's requirement.
21. Total quantity of RC may have to be delivered in small quantity lots i.e. quantity less than 2-3 MT on FOR BHEL Jhansi basis. Suppliers to take care of this requirement while submitting their prices.
22. Nomex paper of M/s Dupont /Dupont authorized agent should be used and test certificate should be provided with sufficient quantity (55 kg apprx. per set). Date of test certificate shall not be more than 6 months from PO date.
23. **Liquidated Damage (L.D.):**  
Failure to supply by the time specified on the order will make the supplier liable to pay unconditional penalty of 1/2% the prices of goods in arrear per week subject to a maximum of 10% of the order value.
24. Duly signed copy of mandatory sheet regarding instruction to bidders for compliance shall be submitted along with techno-commercial bid. Sheet is enclosed herewith as annexure V.
25. In case the bidder has not submitted PAN no, TIN no and e mail id, the bidder has to submit the same along with a copy of PAN no. and TIN no. else, their offer is liable to be rejected.
26. Copper shall be used of following sources only-
- 1- M/s Hindustan Copper Limited
  - 2- M/s Hindalco Industries Ltd.
  - 3- M/s Sesa Sterlite Limited

Test certificate of copper used shall be submitted alongwith dispatch documents.

NOTE: If any of the tender conditions are not accepted the offer shall be liable for rejection.

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We confirm and accept above conditions.

Signature: .....  
Name.....  
Designation.....  
Seal.....



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Annexure - III

TECHNO COMMERCIAL BID PART-A, E-0651820

(Supplier should fill up this bid by putting the tick in accepted/ non accepted column)

**SUPPLIER'S NAME & ADDRESS**

**TECHNICAL PART**

A.	Enamelled & Nomex covered copper conductor shall be supplied as per tender.	Accepted/Not accepted
B	Test certificate shall be provided along with supply	Accepted/Not accepted
C	Capacity reserved for BHEL Jhansi in MT.	..... MT Per Month ..... MT Per year
<b>COMMERCIAL PART</b>		
D	Validity of the rate contract shall be one year from the date of finalization for ordering & 3 months thereafter for supply.	Accepted/Not accepted
E	Penalty clause as well as other conditions given in tender Terms & Conditions and Standard enquiry terms & conditions are acceptable to us.	Accepted/Not accepted
F	Validity of the rates quoted is 90 days from the date of opening of tender.	Accepted/Not accepted
G	One single rate for each enquiry item has been quoted with price bid (Part B of offer) which is not linked with quantity or any other condition not included in BHEL terms & condition.	Accepted/Not accepted
H	Copy of blank price bid submitted along with techno-commercial bid	Yes /No
I	Delivery period from the date of PO	.....
J	Detail / sample copy of calculation sheet for copper price calculation is enclosed alongwith techno-commercial bid	Yes /No
K	Duly filled & signed copy of mandatory sheet submitted alongwith techno-commercial bid	Yes /No
L	Applicable rate of excise duty on finished product	.....
M	Applicable rate of sales tax on finished product (CST/VAT)	.....
N	Fabrication rates quoted in the price bid are on F.O.R. BHEL Jhansi basis inclusive of packing, forwarding, freight & insurance charges.	Accepted/Not accepted

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O	100% payment after 60 days of receipt and acceptance of material at BHEL's works (For suppliers who are availing MSMED facility, payment term shall be within 45 days of DRS if there is no objection) Indicate if MSMED supplier & enclose certificate. For any other payment term, BHEL will load total cash outflow in case of alternate payment terms for number of days of deviation with respect to our standard terms of payment @ (base rate of SBI+6%) per annum. Base rate of SBI shall be taken as the rate applicable on the date of 'techno-commercial bid' opening date. Base rate of SBI is available at SBI site. At present base rate is 10%. In case where there are deferred payment terms i.e. payment in more than one stage, loading shall be done on pro-rata basis on the deferred amounts.	Accepted/Not accepted  MSMED-Yes / No
P	BHEL may finalize the order on the basis of rate obtained either through Reverse Auction or through sealed price bid.	Accepted/Not accepted
Q	Total quantity of RC may have to be delivered in small quantity lots i.e. less than 2-3 MT on FOR BHEL Jhansi basis.	Accepted/Not accepted
	Note : If any of the above conditions are not accepted the offer shall be liable for rejection.	

Email Id : \_\_\_\_\_  
Telephone No. : \_\_\_\_\_  
Fax No : \_\_\_\_\_  
Person to be contacted:.....

Signature bidder.....  
Name.....  
Designation & seal of company.....

*Handwritten signature*



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Annexure - IV

PART - B

PRICE - BID

To,

The Sr. Manager (MM)  
BHEL JHANSI- 284 129

**Subject: Price bid against your enquiry no. E0651820 for annual RC of enamelled & nomex covered copper conductor**

Dear sir,

1. We are quoting minimum fabrication rate ( Rs. / Kg) on FOR BHEL Jhansi basis inclusive of packing forwarding, freight and insurance charges.
2. Basic Fabrication rates for enamelled & Nomex PICC, Size- 2.65 x 4 x 1132 mtr as per CPS AA28128 Rev 06 & AA 22901 Rev 05 are as below:

SNo.	Item as per enquiry	Fab.Rate (Rs./Kg)
01.	Enamelled & Nomex PICC, Size- 2.65 x 4 x 1132 mtr as per CPS AA28128 Rev 06 & AA 22901 Rev 05	

**NOTE:**

The price bid submitted in any other fashion or by adding any condition ( e.g minimum order quantity, rate applicable for specified quantity, discount for quantity, rate based on slab etc.) shall be straight away REJECTED even if offer has been found technically acceptable before opening of price bid.

Signature bidder.....  
Name.....  
Designation.....  
Seal of Company.....

*Handwritten signature*



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Annexure - V

**Mandatory sheet regarding instruction to bidders for compliance**

(to be necessarily signed by bidder & submitted along with offer)

Enquiry No. E..... (Rev.....) Due on .....

Sl. No.	Description	Confirmation by vendor
1.	(a) We confirm that our offer meets in toto all the technical requirements as given in the enquiry item description, technical annexure & remarks of the tender.	Accepted
	(b) Technical deviations, if any, are to be clearly brought out in offer itself. (Note: offers with technical deviations are liable for rejection)	Accepted
2.	(a) We confirm acceptance of all the commercial terms & conditions of purchase enquiry.	Accepted
	(b) Commercial deviations, if any, are to be specifically brought out in offer itself.	Accepted
3.	<b>Terms of payment:</b>	
	(a) <b><u>BHEL standard terms of payment:</u></b> Our standard payment term is, "100% payment after 60 days of receipt and acceptance of material at BHEL works." The supplier, who are availing SIDBI/HDFC bill discounting facility (payment by BHEL in about 120 days from the date of invoice) with us will continue to get this facility. These payment terms will be treated at par with standard terms of payment. The bidders, who are registered with BHEL under <b>micro &amp; small categories</b> (refer <b>MSMED ACT 2006</b> ) & quoted <b>payment within 45 days of DRS, if there is no objection</b> will also be treated at par with standard terms of payment.	Accepted
	(b) <b><u>For any other payment term :</u></b> BHEL will load total cash outflow in case of alternate payment terms for number of days of deviation with respect to our standard terms of payment @ (base rate of SBI+6%) per annum.  Base rate of SBI shall be taken as the rate applicable on the date of 'techno-commercial bid' opening date. Base rate of SBI is available at SBI site. At present base rate is 10%. In case where there are deferred payment terms i.e. payment in more than one stage, loading shall be done on pro-rata basis on the deferred amounts.	Accepted
4.	<b><u>Liquidated Damage (L.D.):</u></b> Failure to supply by the time specified on the order will make the supplier liable to pay unconditional penalty of ½% the prices of goods in arrear per week subject to a maximum of 10% of the order value.	Accepted

*Signature*



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5.	<b>Guarantee:</b> Enamelled and nomex covered PICC under this RC shall be free from any kind of manufacturing defects and shall be under guarantee for a period of 12 months from the date of dispatch or until testing of transformers using PICC supplied under this RC, whichever occurs early.	Accepted
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**Note-**

1-The above terms & conditions shall be read in conjunction with BHEL's standard terms & conditions of enquiry, wherever difference in terms & conditions is there, the terms & conditions mentioned in this mandatory sheet shall prevail.

2- In case of any discrepancy/deviation in terms & conditions accepted in mandatory sheet and given in the offer, their acceptance given on mandatory sheet shall be considered.

Signature .....

Name .....

Company's Name .....

.....

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Annexure - VI

**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 Compliance form (annexure IV) 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.



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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, (Annexure VII) 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.