



Bharat Heavy Electricals Limited

Centralised Stamping Unit, Jagdishpur

Ref: 201600481

Date: 02.07.2016

NOTICE INVITING TENDER
NOTE: INTENDING BIDDER TO PARTICIPATE MAY DOWNLOAD FROM
WEB SITE OR
PURCHASE TENDERS FROM THIS OFFICE

Tenders are invited through electronic mode from eligible suppliers with sound technical and financial capabilities (meeting PRE QUALIFICATION CRITERIA) for the subject job by the undersigned on the behalf of BHARAT HEAVY ELECTRICALS LIMITED as per the tender document. Issue of tender to any bidder shall not construe that the bidder is considered to be qualified. Consideration of their offer is subject to meeting PRE QUALIFICATION CRITERIA as mentioned in NIT. Following points relevant to the tender may please be noted and complied with:

SALIENT DETAILS OF NIT		
SL NO	ISSUE	DESCRIPTION
1.0	SUBJECT	The scope of bidder shall include Supply of <u>POLYAMIDE (ARAMID) CALENDER PAPER</u>
2.0	ENQUIRY NO & NIT NO	201600481
3.0	TENDER START (ZERO) DATE	02.07.2016 Tender documents can be downloaded from BHEL website (www.bhel.com) till due date of submission.
5.0	OFFER SUBMISSION PROCEDURE	Tenders are invited through electronic mode from eligible suppliers. The offers shall be posted into the system before the date and time specified. Bids shall be submitted through e-Procurement portal, https://bheleps.buyjunction.in of M/s. M-Junction Services Limited who are our solution provider (Bidders are requested to visit website to view corrigendum/ extension/ modification to NIT before submitting offer).
6.0	DUE DATE & TIME OF OPENING OF TECHNOCOMMERCIAL OFFER.	Bid Due Date : 23.07.2016 , Time :14.00Hrs Bid Opening Date: 23.07.2016 , Time :15.00Hrs
7.0	COST OF TENDER	Rs 500/- (non-refundable) in the form of demand draft, drawn in favour of <u>Bharat Heavy Electricals Ltd.</u> payable at CSU, Jagdishpur. (MSE vendors are exempted from tender fees) to the following address : Sri. Rakesh Kumar /Sri. V.S. Thakur Engineer /MM FP Admin bldg., BHEL CSU & FP, Jagdishpur Amethi -227817 (UP) Scanned copy of the DD shall be necessarily uploaded in eProcurement portal https://bheleps.buyjunction.in along with the offer.



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8.0	LAST DATE OF SEEKING CLARIFICATION	23.07.2016 (Bidders should send the pre bid queries in soft form to email- rakesh@bhelcsufp.in & scmondal@bhelcsufp.in)
9.0	LATEST UPDATES	Latest updates on the important dates, Amendments, Correspondences, Corrigenda, Clarifications, Changes, Errata, Modifications, Revisions, etc to Tender Specifications will be hosted in BHEL webpage (www.bhel.com →Tender Notifications →View Corrigendum) and not in the newspapers. Bidders to keep themselves updated with all such information. Bidders may please visit https://bheleps.buyjunction.in for document submission.

- 1.0 The offer shall be submitted as per the instructions of tender document and as detailed in this NIT. Price shall not be mentioned by them anywhere in the techno-commercial offer. Price shall be furnished in the relevant price schedule only. In case of any clarification, bidder may contact us.
- 2.0 Unless specifically stated otherwise, bidder shall remit cost of tender (non-refundable) in the form of demand draft, drawn in favour of Bharat Heavy Electricals Ltd. payable at CSU, Jagdishpur, Amethi along with techno-commercial offer. MSE bidders are exempted from tender fees.
- 3.0 Unless specifically stated otherwise, bidder shall deposit EMD demand draft/ pay order in favour of Bharat Heavy Electricals Ltd, payable at CSU Jagdishpur. EMD in the form of Bank Guarantee is not acceptable.
- 4.0 Bids shall be submitted through e-Procurement portal, <https://bheleps.buyjunction.in>, of M/s M-Junction Services Limited who are our solution provider. Pl refer "Open Tender steps for E-Proc.pdf" attached against this tender for detailed procedure to submit the offer.

ITEM DESCRIPTION:

S. No	Item Description	Unit	Qty.
1	POLYAMIDE (ARAMID) CALENDER PAPER of Size:- 0.5 x 900 x Coil as per specs AA22901	KG	400

a. Technical Conditions:

S. No	Description	Requirement	Supplier Remarks
1.	Delivery Schedule	5 weeks from the date of LOI/PO. Early delivery is acceptable.	
2.	Evaluation of offer	Item-wise evaluation on the basis of landed cost to BHEL, CSU Stores, Jagdishpur inclusive of loading, if any.	
3.	Guarantee Certificate	Guarantee certificate to be submitted along with supply of material.	
4.	Test Certificate	Test certificate is required for all the properties of material as per specification-AA22901(Annexure-I)	



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5.	Quantity Tolerance	+/- 2% quantity tolerance is acceptable.	
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b. Commercial conditions:

1.	Transportation	Deliveries shall be FOR BHEL, Centralised Stamping Unit (CSU), Jagdishpur.	
2.	Insurance	Insurance shall be arranged by vendor.	
3.	Price	The basic prices shall be firm. All taxes & duties to be specified specifically. Supplier shall quote for all the items in the enclosed price bid format only.	
4.	Terms of Payment	Payment term:100% payment within 90 days (45 days for MSME) from receipt of Item. All taxes and duties are to be paid as per actual. All bank charges are to be supplier's account. Payment shall be done through E-payment. If applicable, Original excise duty gate pass shall be submitted by the vendor to enable purchaser to claim Cenvat credit.	
5.	Validity of offer	Offer validity will be for 90 days from date of opening of Tender enquiry.	
6.	Penalty for Delay	The delivery of material shall be made within the time prescribed. Failure to deliver the material in time as per the delivery specified above would make the vendor liable to an unconditional penalty at the rate of half percent (1/2%) of the order value per week for delayed items only (or part thereof) subjected to a maximum of ten percent (10%) of the order value of delayed items.	
7.	Rejections	The supplier shall arrange replacement/repair within one month from the date of rejection intimation upon failure on supplier's part to comply. BHEL will take whatever appropriate action they may think fit in addition to repair/return of rejected material at the cost and risk of the supplier.	
8.	Risk purchase	In case of delays in supply of materials/defective materials not fulfillment of any other terms and conditions given in the purchase order, the purchase may cancel the full or part thereof, and may also make purchase of such material from elsewhere/alternate source at the risk and cost of supplier.	
9.	Arbitration	Any dispute arising out of this contract shall be referred to the sole arbitration of BHEL, Jagdishpur. Its award shall be final and binding on the parties. The venue of arbitration in all cases shall be at Administrative building, BHEL, FP, Jagdishpur.	
10.	Jurisdiction	In case of any suit or other legal proceedings arising under or relating to the contract, the Jurisdiction of Sultanpur (UP) district court shall apply.	
11.	Consignee	The Stores Officer, CSU, BHEL, IA Jagdishpur, Dist. Amethi - 227817 (U.P.)	



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12.	Billing details	Bills should be in the name of Centralized Stamping Unit, BHEL, IA Jagdishpur, Dist. Amethi - 227817 (U.P.). TIN no. of Centralized Stamping Unit to be mentioned on the Bills. The bills to be sent to the Purchase Office-CSU&FP, IA Jagdishpur, Dist. Amethi - 227817 (U.P.).	
13.	Documentation	One set of all required documents (ink signed) must accompany the supply and one set (Ink-Signed) to be sent to Purchase officer before the dispatch.	
14.	Acceptance of offer	Based on the above Terms and Conditions are accepted without deviations	

General conditions

- For new vendors who are not registered with BHEL(CSU & FP) online filled up "Supplier Registration Form" on bhel link (<http://supplier.bhel.in/> or <https://suppliers.bheltry.co.in/>) along-with all the supporting documents to be submitted.. However please note that if in any case duly filled up online SRF along-with all the supporting documents is not received within 15 days of tender opening, your offer may liable to be ignored. If the vendor is already registered in same category / items in PMD of other BHEL's Unit, then please furnish the details of Purchase Order.**
- All taxes/duties/levies etc. must be specified separately in amount or in percentage. Incomplete offer shall not be acceptable.
- Duly filled & signed with company seal on all documents (of tender enquiry) to be submitted along with offer as token of acceptance of tender enquiry terms & conditions.
- Offers not meeting our requirement because any kind of deviations in technical or commercial terms are liable to be rejected by BHEL at its discretion.
- Please submit point wise compliance to our specification, terms & conditions .Otherwise it will be presumed that you are accepting BHEL's Terms & condition.
- Original manufacturer's test certificate required along with dispatch documents. In case supplies are from traders, It shall be the responsibility of the trader to provide original manufacture's certificate with linkage to trader's invoice stating batch No.
- The offers of the bidders who are on the banned list as also the offers of bidders, who engage the services of the banned firms, shall be rejected. The list of firms is available on web site www.bhel.com
- In case vendor do not accept BHEL, CSU & FP, Jagdishpur payment terms as per enquiry proper loading shall be done.
- Duly filled & signed with company seal on all documents to be submitted along with offer.
- Original manufacturer's test certificate required along with dispatch documents. In case supplies are from traders, It shall be the responsibility of the trader to provide original manufacture's certificate with linkage to trader's invoice stating batch No.
- BHEL, CSU & FP, Jagdishpur reserve the right to procure from more than one vendor.
- Please quote price in figures & words both. In case the prices quoted in words and figures are different, the value indicated in words will be considered for evaluation and establishing L1 status.
- BHEL CSU & FP shall be at liberty to cancel the tender at any time, before ordering, without assigning any reason.
- Quotation should be, as far as possible, free from correction / overwriting. Correction /overwriting, if any, should be signed by authorized person with the company seal.



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15. The rates must be quoted indicating basic material rate, packing, forwarding, freight & insurance, discount, if any, and applicable taxes and duties, each of them shown separately.
16. If there is any difference / discrepancy in rates quoted for per unit and total and any arithmetic addition for number of items, the lower of the rates beneficial to BHEL CSU & FP will be considered.
17. In case any supplier is unable to quote, supplier shall send a regret letter without fail.
18. Packing: Goods must be adequately packed in proper carton / wooden box / drums /suitable container to protect against loss, damage or corrosion and to withstand normal inland transportation and handling. Hazardous material should be notified as such and their packing, transportation and other protection must conform to applicable regulations.
19. BHEL CSU & FP does not bind itself to accept the lowest rate quoted, but reserves the right to accept whole or part of any quotation at its sole discretion.
20. The quantity in each item to be purchased may vary from quantity enquired according to actual requirement at the time of placing the Purchase Order. Quantity discount, if any, should be mentioned in the quotation.
21. In the quotation, earliest firm delivery (number of days or weeks) by which material will be despatched from the date of receipt of order must be indicated.
22. Purchase Order will be placed on the lowest quotation only among the technically & commercially accepted quotations. Lowest quotation is determined on the basis of Total Cost to BHEL CSU & FP including basic value, taxes and duties, freight, insurance, loading factors for deviations to terms and conditions.
23. Supplier's Sales tax / ECC/ VAT Registration Number should be mentioned in quotation.
24. The offers of the bidders who are on the banned list as also the offers of bidders, who engage the services of the banned firms, shall be rejected. The list of firms is available on web site www.bhel.com.
25. Corrigendum / extension / addendum, if any, pertaining to this tender will be published in the web site www.bhel.com or will be issued directly to you, as applicable.
26. The bidder may have to produce original document for verification if so decided by BHEL.
27. Offer shall be submitted directly by vendor or his authorized representative / agent only and the offer should be in line with regulatory guidelines (i.e., Agency agreement between principal vendor and agent / representative shall be attached which shall be a valid one and cover the scope of services rendered by Agent, Agency commission etc.). OEM details shall be provided if supplier is not a manufacturer.
- 28.0 It may please be noted that guidelines/rules in respect of 'Suspension of Business dealings', 'Vendor evaluation format', 'Quality, Safety & HSE guidelines', etc may undergo change from time to time and the latest one shall be followed.

TECHNO-COMMERICAL COMPLIANCE STATEMENT

TENDER ENQUIRY NO & DATE:
ITEM DESCRIPTION:
DUE DATE OF OPENING:



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Technical:

<u>S. no.</u>	<u>Specification Clause No</u>	<u>Technical Deviation</u>	<u>Remarks/ Reasons for seeking Deviations</u>

(Need to mention the technical deviations from tender enquiry in above table, else mention "NO Deviation")

Commercial:

<u>S. no.</u>	<u>Specification Clause No</u>	<u>Technical Deviation</u>	<u>Remarks/ Reasons for seeking Deviations</u>

(Need to mention the technical deviations from tender enquiry in above table, else mention "NO Deviation")

We hereby confirm that except for above, there are no other commercial deviation.

Signature of Authorized

Representative/ Bidder

Name:

Designation:

Date:

Name of Organization:



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Micro and Small Enterprises (MSE)

Any Bidder falling under MSE 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 MSE	SC/ST owned	Others
Micro		
Small		

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

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 as Annexure – 3 where deemed validity of EM-II certificate of five years has expired) applicable for the relevant financial year (last 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 bids at par with other bidders. No benefits 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.

MSEs shall be exempted from payment of tender fee.

MSEs shall be exempted from payment of earnest money at the time of tender deposit. However, there is no exemption of security deposit submission.

30.0 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:

- Amendments/Clarifications/Corrigenda/Errata etc issued in respect of the tender documents by BHEL
- Notice Inviting Tender (NIT)
- Technical Specification – AA22901

For BHARAT HEAVY ELECTRICALS LTD
Engineer/ MM, Jagdishpur, Amethi

Agency	Contact details	
BHEL, CSU, IA Jagdishpur, Amethi	Address	MM / FP- Adm. Buldg.,BHEL, CSU & FP, IA Jagdishpur, Amethi -227817
	Phone no	05361-224127 /234/153
	E-mail	rakesh@bhelcsufp.in & scmondal@bhelcsufp.in

Enclosures

- Annexure-I- Format for Pre-qualification criteria.
- Specification: AA22901



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PRE QUALIFICATION CRITERIA

S.No.	CRITERIA
1.0	Financial standing through latest I.T.C.C, Annual report (balance sheet and Profit & Loss Account) of last 3 years. i.e., 2012-13 & 2013-14 & 2014-15. Bidder shall enclose balance sheet and ITR of latest last 3 year as proof of Financial standing.
2.0	Experience on similar contracts for last 2 years. Proof of supply of Items same / Similar item should be in the form of purchase orders placed on the vendor by their customer.
3.0	Party quoting must be OEM or authorized dealer of basic material i.e. <u>POLYAMIDE (ARAMID)</u> <u>CALENDER PAPER</u> . Valid authorization certificate from OEM is to be submitted by Dealer. For Manufacturer: - Capabilities with respect to personnel, equipment and manufacturing Facilities. For Trader/ Dealer/ Agent.. etc:-1) authorization letter from their principal is mandatory. 2) In case of foreign principal: An agency agreement deed copy is required.
4.0	for foreign vendors : Credit Rating Report The bidder to provide business information report incorporating the rating of the company by international credit rating agencies viz Dun & Bradstreet (D&B) etc along with technical offer. Such ratings reports shall not be older than 1 year form the date of submission of offer. Agency agreement needs to be submitted by foreign bidder in case of associating with Indian entity.
NOTES:	
A	After satisfactory fulfilment of all the above criteria/ requirement, offer shall be considered for further evaluation as per NIT and all other terms of the tender.
C	Bidders should have technological capability for submitting offer through electronic procurement system.
D	Mere submission of above documents does not entitle bidders for issue of order, enlistment with CSU or issue of tenders, but is subject to scrutiny of documents and/ or physical survey of bidder's facilities by BHEL or its appointed agencies.
E	Bidder to also appraise themselves with online BHEL's Supplier Evaluation, Approval & Review Procedure (SEARP) 2010 on company website www.bhel.com for enlistment process, format for registration etc.