

பாரதமிகுமின் நிறுவனம்
BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Undertaking)

Boiler Auxiliaries Plant

Indira Gandhi Industrial Complex, RANIPET – 632 406 Tamil Nadu



M&S DEPARTMENT

Phone : 04172 284884 / 284491

TRANSPORT

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NOTICE INVITING TENDER (TWO PART BID)

- Tender notice no : BAP/ M&S/TE/TR/14/028 Dt-06.01.2015
01. Name of the work : Hiring 01 no., of telescopic boom type crane of capacity 50T and above on daily rental basis for unloading & erection of VTL machine.
02. Nature of tender : Limited Tender
03. Earnest Money Deposit : Nil
04. Last date and time for Receipt of tender : 17.01.2015
: 14.30 Hrs
05. Tender opening date and Time : 17.01.2015
: 14.30 Hrs
06. Place of work : BHEL: BAP:RANIPET
07. Location of tender box : M&S office
08. Period of contract : Minimum -3 days &
Maximum 6 days (Tentatively after 20.01.15)

Note: This tender is limited only to the approved vendors to whom it is addressed. The tender is hosted in BHEL web site, The Indian Government tenders web site & Central Public Procurement Portal web site for information purpose only. Other vendors interested may submit their details with valid documents & credentials for evaluation and enlistment subject to suitability. However, the other vendors who have submitted the details, will be considered for future tender only, after enlistment.

THIS DOCUMENT CONTAINS 13 PAGES INCLUDING GENERAL CONDITIONS AND INSTRUCTIONS, TO THE TENDERERS AND QUESTIONNAIRE.

ISSUED TO

ISSUING OFFICER

GENERAL CONDITIONS AND INSTRUCTIONS TO TENDERER

Qualification criteria:-

1. *The Crane offered shall be telescopic boom type crane of capacity 50T & above. Crane shall be registered in the name of tenderer or leased while submitting the offer. For the leased crane, a valid lease agreement should be submitted. Those who are unable to provide documents as per clause 20 of page 04 of NIT shall be technically rejected. Those who have offered less than 50T capacity or other than telescopic type will also be rejected and the price bid of the rejected offerers will not be opened.*
2. The tender is floated on two part bid basis i.e., (1) Techno commercial bid and (2) Price bid.
3. In case if the Tenderer is a Registered Partnership Firm, it is sufficient if the crane is owned by one of the partners of the Partnership Firm. In such case, the Tenderer shall enclose a Letter of Undertaking from all the Partners of the Firm as per Annexure (page 7).
4. Tenders will be received by M/s Bharat Heavy Electricals Ltd, Ranipet-6 up to **14.30 Hrs on 17.01.2015 in the prescribed form and will be opened on 17.01.2015 at 14.30Hrs** in the presence of such of those tenderers or their agents, who may choose to attend, with authorization letter from the tenderer.
5. Tenders must be submitted in sealed covers and should be addressed to Manager/M&S, **BHEL/BAP/RANIPET**, with full name and address of the tenderer and the name of the work being super scribed on the cover
6. Late offers & incomplete offers shall become liable for rejection.

IMPORTANT NOTE

07. The tender shall be submitted as given below.
- **Cover-1** shall contain the techno-commercial bid (Page **1 to 12**) and all relevant documents.
 - **Cover-2** shall contain only the price bid. (**Page 13**)

Each of the above covers shall be super scribed with tender number, respective cover content detail as Technical bid, Price bid and with full name and address of the tenderer.

Finally, all the above two covers shall be put in one single large cover and super scribed with the tender number, due date, name of the work and with full name and address of the tenderer.

08. At the time of tender opening,

- Technical bids of such of those tenderers shall be opened first.
- Price bids will be opened, after evaluation of suitability of technical bids.
- If any of the tenders not fulfilling the laid down conditions (qualification criteria) or non submission of valid documents as per clause 20 of page 04 within the time limit prescribed by BHEL, their offer shall be rejected.

09. The date & time of opening of price bid will be intimated to those tenderers who are technically qualified.

10. The Crane offered by the tenderers who have been short listed for award of work, may be inspected at the discretion of BHEL for the condition and up keep of the crane after price bid opening & prior to the award of contract.

11. All entries in the tender documents should be in one ink. Erasures and over-writings are not permitted. All correspondences and insertions should be duly signed by the tenderers concerned.

12. Tenderers should fill their rates in figures and words in the blank spaces provided for this purpose in the schedule of rates format enclosed along with these documents and also sign each and every page of the tender documents.

13. The tenderer should fill and sign the questionnaire which is enclosed with this tender document page no 6. This should be enclosed along with the technical bid.

14. Conditional tenders, tender containing absurd rates and amounts, tenders which are incomplete or other wise considered defective and tenders not in acceptance with the tender conditions laid down by the Accepting Officer, are liable for rejection.

15. In quoting the rate, the tenderers are advised to take into account of all the factors including any fluctuations in the market rates etc. No claim shall be entertained on this account after acceptance of the tender or during the currency of the contract.

16. The rate quoted in the tender shall remain valid for a period of three months from the date of opening of tender.

17. Schedule:

- Telescopic crane of SWL 50T & above is required for a period of minimum 3 days and may be extended up to 6 days, depending on BHEL's requirement.
- The crane will be called for work on any day between 24.01.2015 to 26.03.2015.
- Advance intimation will be given 4 days in advance. Thus if the crane is required on 27.01.2015, intimation will be given on 23.01.2015.
- The crane may be called for work on Sundays and Holidays also. Payment will be made for the actual number of days worked.

18. Scope of work:

- A hydraulic telescopic boom type crane of 50T SWL is required for the work.
- Hydraulic telescopic crane is required for unloading / erection of VTL machine & other related works.
- The time period for work will be from 09:00 hours to 18:00 hours per day including lunch time.
- One number of skilled hydraulic Crane operator and two numbers of skilled riggers are required for the job and manpower shall be provided by the contractor.
- The maximum weight of a single job shall not exceed 50 Tonnes.
- Lifting Tackles will be provided by BHEL.

19. The loading pattern of hiring shall be decided on the following basis.

- i. In case, there is no differentiation in the rates of more than one bidder and as a result if there exists more than one lowest bidder (L1), loading shall be decided based on the details given below.
 - a) Latest registered crane shall be ranked first.
 - b) If more than one Crane is registered on the same date, the loading will be decided based on the other factors like crane model, and fitness conditions.

20. Photostat copies of the following documents pertaining to the Crane are to be enclosed along with the tender documents.

- a) RC book of the crane
- b) FC details of the crane
- c) Insurance Policy (Comprehensive) of the crane
- d) Tax payment details of the crane(s)
- e) Load test certificate
- f) Lease agreement (as per format in page 08), if applicable.

21. Service Tax: The Bidder shall not include Service Tax in their quoted rates; but the bidder has to separately indicate the Service Tax rate, amount and workings thereof in the Price bid schedule included in the bid documents. If service tax amount is not indicated separately in the price bid schedule included in the Bid documents, it will be presumed that the quoted rate is inclusive of applicable service tax and bids will be evaluated accordingly.

Pure Service not involving any supply of materials by Contractor:

Bidders have to quote the applicable Service Tax payable in the Price bid format included in the Bid document which shall be considered for evaluation. The same shall be considered for reimbursement against valid documentary evidence to successful bidders.

The following documents shall be submitted while claiming service tax.

- 1) Copy of Service tax registration certificate
- 2) Copies of challan for deposit of service tax
- 3) A certificate from the service provider that tax collected from BHEL has been remitted to tax authorities

22. Bills shall be raised by the contractor (Printed format with Sl.No. only accepted) after completion of the work and submitted in triplicate. Payment will be made to the contractor through NEFT/RTGS within 15 days from the date of receipt of clear bill.

23. Discrepancy in “words “ & “ Figures “

- a) If, in the price structure quoted for the required goods/services/works, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit price shall prevail and the total price corrected accordingly, unless in the opinion of the purchaser there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price corrected accordingly.
- b) If there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject of (a) and (b) above.

d) If there is such discrepancy in an offer, the same shall be conveyed to the bidder with target date up to which the bidder has to send his acceptance on the above lines and if the bidder does not agree to the decision of the purchaser, the bid is liable to be ignored.

24. SAFETY PRECAUTIONS:-

- i. The Contractor must inspect the area of work to decide the safety precautions necessary for executing this contract.
- ii. The necessary safety equipments such as gloves, boots, helmets etc must be issued to the workmen and strictly to be used while carryout the work.
- iii. All safety precautions are to be taken by the contractor at his cost.
- iv. These safety measures shall be deemed to form an integral part of the Work Order/ Agreement.

25. All corrigenda, addenda, amendments, time extensions clarifications, etc., to the tender will be hosted on BHEL website (www.bhel.com) only. Bidders should regularly visit BHEL website to keep themselves updated

26. QUESTIONNAIRE (TO BE FILLED BY THE TENDERER)

- 1. Name of the Tenderer :
- 2. Address for Communication :

- 3. Telephone / Cell No. :
- 4. Details of experience in running crane :
- 5. Name and address of the Registered Owner :

- 6. Make, Model of the crane :

(Stamp paper of appropriate value)

LETTER OF UNDERTAKING

We, (Insert name of the partnership), having its office at (Insert place of registered office), do hereby state as follows:

1. We undertake that the (Insert Type & Model of crane) bearing registration number (Insert) and (insert other details as may be necessary) is registered in the name of (insert name) who is one of the partners of the (insert name of the partnership).
2. We undertake that the said crane is a property of the partnership firm and we undertake to use the crane strictly for purposes relating to the Contract and shall not use the crane in any manner that would affect our ability to perform the Contract with BHEL.
3. We undertake that if we are awarded the Contract we will perform our obligations in accordance with the Contract and instruction of Bharat Heavy Electricals Limited, Ranipet Signed on (insert) day of (insert), 2015 at Ranipet.

(Signature of partner with seal)

(Signature of partner with seal)

(To be notarized)

LEASE AGREEMENT (to be submitted in bond of value Rs.20/-)

This agreement for lease made on this _____ day of _____ 2015 between :-

- 1) _____ (Owner of crane Name & Address), herein referred as a Licenser of the one part.

and

- 2) _____ (Leased person Name & Address), herein after referred as Licensee of the other part as follows:-

The Licenser is the owner of the crane bearing registration No._____.
The Licensee has approached the licenser to permit him **from 24.01.2015 to 26.03.2015** to take the crane for lease to carry out his transport activities using the crane for his business activities.

All the repair and maintenance of the crane to be taken care by the Licensee during the lease period.

The crane is given to the licensee on lease for **BHEL/BAP/RANIPET** transport activities by the licensee.

The Licensee shall maintain the crane in good condition and return the same to the licenser on the expiry of the lease agreement without any damage.

1. Witness :-
(Signature, Name & Address)

LICENSER
(Owner of crane)

2. Witness :-
(Signature, Name & Address)

LICENSEE
(Leased person)

UN -PRICE BID

SCHEDULE OF RATES

| SL NO | DESCRIPTION | |
|-------|-----------------------------------------------------------------------------------------|-----------------------------------|
| 01 | Daily rental charges for 01 number of 50T telescopic crane for 8 hrs operation per day. | <u>QUOTED IN PRICE BID</u> |
| 02 | Rental Charges for 6 days | <u>QUOTED IN PRICE BID</u> |
| 03 | Mobilization & Demobilization charges, if any | <u>QUOTED IN PRICE BID</u> |
| 04 | Applicable rate of Service Tax in percentage | _____ % |
| 05 | Applicable amount of Service Tax for 6 days in Rupees | <u>QUOTED IN PRICE BID</u> |
| 06 | Total rate for 06 days in Rupees (Sl.no 02+03+05) | <u>QUOTED IN PRICE BID</u> |

Note:- 1

1. Contractor has to fill applicable service tax % in Sl.No : 4
2. Contractor should not mention any amount in this Un price bid and same should be submitted along with techno commercial bid in cover 2.
3. Rate should be quoted only in the price bid and to be submitted in a separate cover 2 along with the tender.

Note:-2

1. If the service tax is applicable, then the rate of service tax shall be clearly indicated. The service tax paid shall be fully reimbursed by BHEL, on submission of proof for payment of Service Tax receipt along with the invoice.
2. If not specified in the tender, the same will be treated as inclusive of service tax.

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PRICE BID

SCHEDULE OF RATES

| SL NO | DESCRIPTION | RATE |
|-------|-----------------------------------------------------------------------------------------|----------------------------------------------|
| 01 | Daily rental charges for 01 number of 50T telescopic crane for 8 hrs operation per day. | Rs. _____/- |
| 02 | Rental Charges for 6 days | Rs. _____/- |
| 03 | Mobilization & Demobilization charges, if any | Rs. _____/- |
| 04 | Applicable rate of Service Tax in percentage | _____ % |
| 05 | Applicable amount of Service Tax for 6 days in Rupees | Rs. _____/- |
| 06 | Total rate for 06 days in Rupees (Sl.no 02+03+05) | _____ /- (Rupees in words _____ _____) |

1. **The rate quoted is on daily rental basis inclusive of one driver + two riggers salary, taxes, crane maintenance, oil & diesel cost etc.,**
2. For excess hours operations if any, payment will be made on pro-rata basis.
3. If service tax is applicable, then the rate of service tax shall be clearly indicated. The service tax paid shall be fully reimbursed by BHEL, on submission of proof for payment of Service Tax receipt along with the monthly invoice.
4. If not specified in the tender, the same will be treated as inclusive of service tax.
5. The ranking will be calculated on total amount (ie., considering 6 days rent + Mobilization & Demobilization charges + service tax).