



BHARAT HEAVY ELECTRICALS LIMITED
HEEP: HARDWAR-249 403 (UA)
Fax: 01334-226084/226462, Phone: 285834/281150
E-mail: agupta@bhelhwr.co.in

Tender Enquiry No.- B/4066/5/4415/V1 for the requirement of Steam Trap

The technical specifications/Drawings uploaded along with this Open Tender are as mentioned below. In case of non-receipt or non-clarity of any of these documents, you may contact under signed. No Financial Implication on account of non-availability of documents would be entertained after opening of Techno-Commercial Offers.

LIST OF ENCLOSURES

<u>Commercial Documents</u>		
	<u>Document No.</u>	<u>Number of</u>
1.	ENQ. NUMBER <u>B/4066/5/4415/V1</u>	03
2.	INSTRUCTION TO BIDDERS	03
3.	PRE-QUALIFICATION REQUIREMENT/Annexure-A	01
4.	SPECIAL REQUIREMENTS / Annexure B	01
5.	OTHER TERM AND CONDITIONS OF TENDER ENQUIRY (Foreign supplier) /Annexure C	04
6.	OTHER TERM AND CONDITIONS OF TENDER ENQUIRY (Indian supplier) /Annexure D	04
7.	BHEL Standard QUALITY FORMAT	01
7.	SUPPLIER REGISTRATION FORM (for foreign supplier)	04
8.	SUPPLIER REGISTRATION FORM (for Indian supplier)	19
9.	LIST OF BHEL CONSORTIUM BANK	01
10.	TOTAL PAGES	41

<u>Technical Documents</u>		
	<u>Document No.</u>	<u>Number of</u>
1.	Doc. No / Drg. No. :- 313137V2001 AND 413137U8401	07
	TOTAL PAGES	07

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Ref: BOI/OT/15-16/03

Date: 17 / 02/ 2016

OPEN TENDER

1. Sealed tenders with the Tender No. and opening date clearly super scribed on the cover are invited for the supply of the following items.

Sl. No.	Material code	Item Description	Total Requirement	Last date to get from BHEL	Opening date
1.	Material code: W90313126453 Doc. No: - 313137V2001 413137U8401	Steam Trap	04 SETS	03/04/16	04/04/16

2. Tenders will be received up to 1345 Hrs. (IST) on opening date and opened on the same day at 1400 Hrs. (IST) in the Tender Room.
3. Interested vendors must submit their offer along with the following Tender Fee & Earnest Money Deposit (EMD). The EMD and Tender Fee should be submitted in the form of demand draft / Pay Order/ cash (as permissible under income tax act). **In case of foreign bidders, E- payment is also acceptable. The RTGS details may be obtained from BHEL.**

EMD : Rs. 1, 00,000 /- (Rs. One Lakh or equivalent foreign currency).
Tender Fee : Exempted

Drafts shall be drawn in favor of "**BHEL HARIDWAR**".

4. All Central/State – PSUs/ Government Departments and BHEL Approved PMD Vendors are exempted from submission of EMD.
5. All MSE Suppliers (Micro and Small Enterprises, Registered under SSI, NSIC, Khadi Board, DIC etc) are exempted from submission of EMD.
6. BHEL will not be responsible for any type of postal delay / incomplete information from vendor.
7. Other term and conditions will be as per tender documents.
8. The offer of the vendors who are banned/ De-Listed/ Under Hold by BHEL, shall not be considered till the period of their Ban/ De-list/ Hold.

For any further details please log on to www.bhel.com or www.tenders.gov.in or www.bhelhwr.co.in

(Ashish Gupta)
DGM (PPX-BOI)



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BHEL Enquiry No. : B/4066/5/4415/V1

Date of issue : 25 / 02/ 2016

Due Date/ opening date: 04 /04/16

M/s.....

Sub: Tender Enquiry No. B/4066/5/4415/V1

Dear Sir,

BHEL is pleased to invite your offer in **TWO PARTS strictly** as per enclosed terms and conditions and instruction to bidders, in sealed covers for the under mentioned equipment / systems.

Sl. No.	Material Code	Total Requirement/ Project	Item Description	Delivery Required	EMD (Earnest Money Deposit)
1.	Material code: W90313126453 Doc. No: - 313137V2001 & 413137U8401	02 SETS for Wanakbori Project (1 Set = 2 Nos)	Steam Trap	28.02.2017, 25.04.2017,	Rs. 1,00,000 (Rs. one Lakh or equivalent foreign currency)
2.	Material code : W90313126453 Doc. No: - 313137V2001 & 413137U8401	02 Sets for Kothagudem Project (1 Set = 2 Nos)	Steam Trap	04.12.2016, 31.12.2017	

Please submit your lowest quotation / offer for the above requirement subject to our terms and conditions. Your offer should reach us on or before the due date by 1:45 PM.

NOTE: The vendor should submit their best price at this stage itself and they will not be allowed to revise the price. Any revision / discount given by vendor subsequently will be ignored.

Any clarification on technical specifications can be obtained from BHEL before tender opening. Suppliers are welcome to have pre-bid meeting with BHEL Engineers for better understanding our requirements

Part-1 bid shall be opened of those vendors **ONLY AFTER ENSURING AVAILIBLITY OF EMD (PLEASE SUBMIT SEPARATE DRAFTS FOR EMD {drawn in favor of BHEL Haridwar} IN ANOTHER ENVELOPE SUPERSCRIBED WITH BOLD LETTERS"EMD")** at 2 PM on the due date in the presence of authorized representatives of the bidders who may like to be present. The authorized representative should bring authority letter from their principals for attending the bid opening.

Please note:

- **All Central/State – PSUs/ Government Departments and BHEL Haridwar PMD Approved Vendors for item Steam Trap are exempted from submission of EMD.**



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- All MSE Suppliers (Micro and Small Enterprises, Registered under SSI, NSIC, Khadi Board, DICetc) are exempted from submission of EMD.

“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-1 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 is found or the requisitedocuments are not submitted before price bid opening. If the tender is to be submitted through e-procurement portal, then the above require document are to be uploaded on the portal. Documents should be notarized or attested by a Gazette officer”.

Based on above clause, the credentials of all MSE Suppliers will be reviewed for giving the intended benefits for MSE Suppliers at the time of tender evaluation.

KINDLY READ “INSTRUCTIONS TO BIDDERS” **THOROUGHLY**. QUOTATION NOT IN ACCORDANCE WITH THE ABOVE INSTRUCTIONS ARE LIABLE TO BE DISQUALIFIED AND IGNORED.

For & ON BEHALF OF BHEL, HARDWAR

Ashish Gupta
DGM (PPX/BOI)



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INSTRUCTION TO BIDDERS

Clause 1.0:

The tenders shall be submitted in two parts (Part I consisting of Techno -Commercial Bid, EMD Supplier Registration Form & Pre-Qualification Requirement and Part II Price Bid) as described below on or before the due date. **“ EMD is to be submitted in a separate sealed envelope.”**

- **The Quotation should be from the Principal / Original Manufacturer, failing which the quotation is likely to be ignored.**
- Any corrections / amendments shall be properly & fully authenticated with signature.
- Vendors operating from BHEL quarters, unauthorized colonies on BHEL land and Dharamshalas / hotels shall not be considered for registration and for sending enquiries.

BHEL will deal directly with the manufacturer and no correspondence with the agents will be entertained. The agents will not be permitted to visit / interact with BHEL on behalf of their principals. Subsequently also, no correspondence of any type will be made with any agents (all individuals / companies – representative / adviser / retainer ship basis or claimed to be part time employees for many OEMs / claiming to be channel or business partner for BHEL work / stockist not registered specifically etc. are agents). Communications with only those agents who have submitted agency agreement with their respective principal may be done.

The bidders (originals manufacturers) will have to submit ink-signed offer / bid in original directly to BHEL. In case the bid is submitted by fax / email, the bidders shall simultaneously ensure submission of ink-signed original bid to BHEL also in the manner prescribed in this tender. However, in case of e-tender ink signed offer is not required.

The suppliers or their authorized person may be allowed to attend the tender opening, duly authorized by their principals, through a specific letter for a particular enquiry for specific price bid opening on that particular day. General authorization letter is not acceptable.

Clause 1.1 :

PART-I (TECHNO-COMMERCIAL BID) shall comprise of following documents:

- a) Pre-Qualification Requirement (**as defined in Annexure-A**)
- b) Complete Technical offer with relevant drawings/ documents /QP etc. (**as per Special Instructions mentioned in Annexure-B**).
- c) Catalogue of the Equipment (If applicable)
- d) Duly Filled in “Other Terms & Conditions of the Two Part Tender” (**as per Annexure-C**).
- e) Deviation with reference to specification to be laid down on separate sheet.

Cost of deviation is to be submitted along with the price bid essentially, in case vendor withdraws the deviation clauses the same will be considered for final evaluation.

- f) Replica of Price Bid/ Price sheet (without Prices).
- g) The rating of the company quoting for this tender from a third party (independent agency) preferably by DUN & BRADSTREET should be submitted (D&B NUMBER). **Compliance of this clause is mandatory in case of foreign supplier, Indigenous suppliers to submit the copy of balance sheets for last three years** in absence of D&B / third agency report.
- h) **Supplier Registration Form:** The Supplier Registration Form (SRF) duly filled will be assessed for manufacturing capability, quality systems being followed, organizational soundness and financial worthiness. The SRF is enclosed for your reference. This form may also be downloaded from www.bhelhwr.co.in or www.bhel.com

Note:

- Suppliers who are already registered at BHEL, Haridwar in the PMD for this item are exempted for submitting the Supplier registration form.



Clause 1.2: PART-II (PRICE BID)

The price Bid (with price) which has been submitted with Part 1, for the complete scope as specified.

a) **Foreign Suppliers:** Dispatching Port & Country of dispatch is to be mentioned clearly. The Prices are to be quoted on both FOB & CFR Mumbai basis. The offer of the bidder not quoting CFR (Mumbai) Charges will be loaded by the maximum freight, packing & forwarding charges quoted by any other bidder from the same or nearby port, against the enquiry/freight rate available with BHEL.

b) **Indigenous suppliers:** The Prices are to be quoted on Ex-Works with freight pre-paid up-to destination basis. The goods can be dispatched through any Bank approved Transporter having their branch at Haridwar. The names and addresses of transporters approved by IBA as well as BHEL are hosted on our website www.bhelhwr.co.in. The offer of the bidder not quoting on Freight Pre-paid up to destination basis will be loaded by maximum freight, packing & forwarding charges quoted by any other vendor from the same or nearby station, against the enquiry / freight rate available with BHEL.

c) Transit Insurance shall be taken care of by BHEL.

d) Applicable Sales Tax, Excise Duty, Service Tax, educational cess and any other statutory levy should be indicated separately and clearly in the quotation, else it will be concluded that the offer is inclusive of all taxes & duties.

e) The price comparison will be on the basis of total cost involved for delivery up to final project site. Import Offers shall be loaded for applicable custom duties for the project & freight element/ other charges involved for delivery up to Project Site as per BHEL's transport contract.

f) The Part-II (Price Bid) along with supplementary price bid (if called for by BHEL) will be opened at a later date of only those bidders whose Part-1 bid (Techno-Commercial Offer) is found suitable by BHEL/ End-Customer. **BHEL reserves the right to evaluate vendors process capability / quality systems etc by visiting vendor works (if required)**

Clause 1.3 :

The following shall be super-scribed on the envelopes:

1. **PART-I (a):** Documents as required in pre-Qualification Requirement (**as defined in Annexure-A**) shall be **submitted in this part.**

Superscription on envelop:

- TENDER NO. AND ITEM DESCRIPTION.
- DUE DATE OF OPENING.
- "PRE-QUALIFICATION REQUIREMENT"

2. PART-I (b) :

The following shall be submitted in this part:

- Complete Technical offer with relevant drawings/ documents /QP (As defined in Annexure B)
- Catalogue (if required)
- Deviation sheet (if there is any deviation with respect to our specification)
- Replica of price bid/ Price sheet (without mentioning the actual prices)
- Terms and conditions of two part tender (foreign or indigenous, whichever applicable)

Superscription on envelop:

- TENDER NO. AND ITEM DESCRIPTION.
- DUE DATE OF OPENING.
- "TECHNO-COMMERCIAL BID"

1. **PART-I (C):** EMD shall be submitted in this part



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Superscription on envelop:

- TENDER NO. AND ITEM DESCRIPTION.
 - DUE DATE OF OPENING.
 - "EMD "
2. PART-I (d): "SUPPLIER REGISTRATION FORM" with relevant supporting document including " D & B" report / balance sheet etc. manufacturing details, quality procedures, testing and certification followed etc. shall be submitted in this part.

Superscription on envelop:

- TENDER NO. AND ITEM DESCRIPTION.
- DUE DATE OF OPENING.
- "Supplier Registration form"

Note: Vendors who are already registered at BHEL, Haridwar in the PMD for this item are exempted for submitting the SRF.

3. PART-II: price bid & cost of deviation (if any) shall be submitted in this part

Superscription on envelop:

- TENDER NO. AND ITEM DESCRIPTION.
- DUE DATE OF OPENING.
- "PRICE BID"

Clause 1.4:

The Part-I (from 1 (a) to 1 (d)) & Part-II bids shall be individually sealed and super scribed as indicated above and shall be enclosed further in the envelope duly sealed and super scribed as:

"TENDER FOR (ITEM NAME) AGAINST TENDER NO. ----- DUE ON -----CONTAINING PART-I & PART-II. Vendor's full name and address should be clearly mentioned on the envelope

Clause 1.5:

Envelopes not marked as above are liable to be ignored and will not be opened.

Clause No. 1.6: As per directives of CENTRAL VIGILANCE COMMISSION, GOVERNMENT OF INDIA, one agent cannot represent two or more suppliers or quote on their behalf in a particular tender. If so found at any stage, BHEL Hardwar is likely to cancel Enquiries / POs to such suppliers. Further, such Indian Agent is likely to be de-listed (Black listed for business from BHEL)

Thanking You,
Yours faithfully,

For & on behalf of BHEL, Hardwar.

(Ashish Gupta)
DGM (PPX-BOI)



PRE-QUALIFICATION REQUIREMENT (PQR)

Doc. No: - 413131PQ1180

Pre- Qualification Requirement (PQR) for Steam Trap
(Material code W90313126453)

1. Suppliers must have supplied steam trap of thermostatic (Bimetallic plate) type to minimum one thermal power plant /process plant in the last five (5) years for parameters equal /higher than the parameters mentioned in the following table :-

Sl. no	Pressure in (bar)	Temperature in (°C)
1	50	550

In addition to above, Supplier must have supplied steam trap in material ASTM A182F91 or equivalent.

2. Supplier needs to furnish copy of unpriced purchase orders (PO) not older than five (5) years in support of above and furnish data of above PO in following format:-

(Project/ Customer Name)	PO ref no. & date	Parameters (Pressure & Temp.) of supplied steam trap	Material of supplied steam trap	Contact details of customer (email, phone number, etc.)

Against vendor's replies, BHEL reserves the right to ask for more information / documents/clarifications. Vendor's offer shall not be considered if vendor fails to furnish the document / information / clarifications as mentioned above or vendor doesn't meet the acceptance criteria as mentioned from SI no. 1 to 2.

In case of information / data furnished by the vendor found false/incorrect, BHEL reserves the right to reject their offer for the above item.

Note : BHEL would open the price bid of only those vendors , who fulfill our pre-qualification requirements and are successfully registered at BHEL Haridwar in the Product Material Directory (PMD) of this item (within validity of the offer)



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Annexure-B

SPECIAL INSTRUCTIONS

A) GENERAL REQUIREMENTS

1. The items are required for Wanakbori & Kothagudem Projects.
2. The scope of supply for each set of material code (as mention on page 2-3 of this document) would be as per Specification (as mention on page 2-3 of this document). All items covered in the enquiry would be procured from same vendor and incomplete offers are liable to be rejected by BHEL.
3. The evaluation would be done on the basis of total landed cost for the complete project wise requirements for Wanakbori & Kothagudem, covered in the enquiry.
4. Applicable Specification/ Documents are enclosed for your reference. In case of non-receipt of these documents, you may feel free to contact the undersigned. A list of the enclosed Specification/documents is also enclosed for reference.
5. Specification (as mention on page 2-3 of this document) may be read along with PQRs.

B) QUALITY REQUIREMENTS

All Vendors to submit Quality plan in enclosed QP format for BHEL approval.

1. For Foreign vendors:

Inspection by third party Inspection agency (LRS/TUV/BV) as per BHEL approved QP in case of Foreign supply.

2. For Indigenous Vendors:

Inspection by BHEL nominated Inspection agency SGS in case of Indigenous supply as per BHEL approved QP.

Kindly ensure the timely submission of your offer (by 13.45 Hrs IST on the due date) and note that Late Offers shall not be entertained under any circumstances.



Annexure-C

TERMS AND CONDITIONS FOR TWO PART TENDER
(FOREIGN VENDORS)
BHEL ENQUIRY NO.- B/4066/5/4415V/1
(Steam Trap)

Offer must be sent in two separate sealed envelopes containing Techno-commercial offer in one envelope marked “**TECHNO-COMMERCIAL BID**” and prices in second envelope marked “**PRICED-BID**”. Both the envelope must be contained in the main envelope. Enquiry No., Name of Vendor and due date to be marked on all the envelopes. Please fill this Annexure & duly signed and stamped copy of this is to be submitted by you along with your offer.

These terms and conditions supersede the same or similar terms and conditions if they are appearing elsewhere in the Enquiry.

Sl. No	Terms	Description	Your confirmation
1.	Evaluation criteria	The evaluation would be done on the basis of total landed cost for the complete project wise requirements for Wanakbori & Kothagudem, covered in the enquiry.	
		Custom Duty is PROJECT IMPORT for Wanakbori & Kothagudem Projects. Pls. note that the comparison of offers would be done as per the applicable CD structure on the date of opening of Price Bid.	
		Please note that the exchange rate for evaluation of foreign offers (i.e. offered in foreign currency) would be taken as TT Selling rate of SBI as on scheduled date of tender opening (Part-1 bid, i.e. techno-commercial offer).	
2.	Validity	Confirm that validity of the offer shall be 120 days from the due date of opening of Techno-Comm. Offers. BHEL reserves the right to reject any or all quotations, quoting validity less than 120 days.	
3.	Documents	Kindly confirm that the following documents have been submitted along with your offer: <ol style="list-style-type: none"> 1. Requisite EMD. 2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-A). 3. Documents in support of Pre-Qualification Requirement (as defined in Annexure-B) 4. Standard Quality Plan Format. 5. Supplier Registration Form (for vendor’s not registered at BHEL, Haridwar for this item) 6. Any other document as specified in “Instructions to Bidders”. 	
4.	Basis of quotation	Transit insurance would be arranged by BHEL. Please send your offer keeping this in view. Kindly inform the port of loading (FOB). Confirm that Prices have been quoted on both FOB & CFR Mumbai basis. The offer of the bidder not quoting CFR (Mumbai) Charges will be	



		loaded by the maximum freight, packing & forwarding charges quoted by any other bidder from the same or nearby port, against the Enquiry/freight rate available with BHEL.	
		In case C&F/CFR ordering , the following should be ensured by vendor during shipment : <ul style="list-style-type: none"> • 21 days free detention period is required. • Destination charges should be mentioned in Bill of lading (BL). • It should be ensured that shipping lines agree to move the containers to consignee i.e. BHEL nominated CFS without any extra Financial implication to BHEL. 	
		Kindly provide us the delivery period in No of Weeks/Months from date of Purchase Order.	
5.	Engineering Document/ Document approval	Kindly confirm that the offer has been submitted as per document No. as details given below: Document / Drawing Nos. :- 313137V2001 and 413137U8401 The above mentioned documents are enclosed with enquiry.	
		Drawings/Data sheets/documents as called for in the specifications shall be submitted for approval to BHEL for BHEL/customer approval within 30 days of purchase order. Any delay in delivery on account of late submission of drawings/documents shall be to vendors account. BHEL will arrange the approval of the drawings/data sheets/ documents within 30 days of their receipt provided those are complete in all respect.	
6.	Liquidated Damages / Penalty	Penalty for Late Delivery would be applicable @ 0.5% per week or part thereof subject to a maximum of 10% of the total LOT wise order value . It should be noted that the date of Date of AWB/OBL would be treated as the date of delivery for all purposes.	
		Please note that, in case of deviation in penalty clause, BHEL will evaluate your offer after loading on account of deviation in penalty. Loading will be done to the extent to which penalty is not agreed.	
7.	Payment Terms	100% Payment against presentation of dispatch documents through bank (CAD).	
		Please note that in case of any deviation in the payment terms BHEL shall evaluate your offer after loading on account of deviation in payment terms as per BHEL practice / policy.	
		In case of Payment through bank, all bank charges shall be on either side.	
8.	Quality Requirements	Vendors to submit Quality plan in enclosed QP format for BHEL approval	
		Inspection by third party Inspection agency (LRS/TUV/BV) as per BHEL approved QP in case of Foreign supply.	
		The prices are to be quoted inclusive of Third Party Inspection Charges (By LRS/TUV/BV),if third Party Inspection Charges is applicable. The scope of inspection for Third Party Inspection Agency would be as per approved QP. In case if nothing has been mentioned in your offer about the Third Party Inspection charges, the same would be considered to be inclusive in your quoted prices	
9.	MDCC clause	The Test Certificates/Inspection reports etc. will be submitted to BHEL for review and acceptance before dispatch of Material. The Material Dispatch Clearance (MDCC) will be provided within 07 days of receipt of documents, provided those are complete in all respects.	



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10	Guarantee	<p>Kindly confirm that Guarantee shall be provided for a period of 36 months from the date of shipment or 24 months from commissioning, whichever is earlier. Guarantee certificate is to be provided along with shipping documents. Please confirm.</p> <p>Please note that vendors quoting guarantee less than 18 months from dispatch shall not be considered.</p> <p>In case of deviation is Guarantee Period, offer shall be evaluated with loading @4% per-annum (on pro-rata basis) of quoted material value, for the deviated guarantee period.</p>	
11	Reverse Auction	<p>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. Kindly give your acceptance for participation in RA.</p> <p>Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.</p> <p>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.</p>	
12	Arbitration :	<p>In the event of any dispute or difference arising between the parties regarding order execution of same or their respective rights and liabilities thereunder , the same shall except otherwise expressly provided therein, be referred to the arbitration of two arbitrators, one to be appointed by each party; or in the case of the said arbitrators not agreeing then an umpire to be appointed by the two arbitrators in writing before entering on that reference and provisions of the arbitration and conciliation Act 1996 or any statutory notification, or re-enactment therefore and rules framed thereunder from time to time shall apply to such arbitrations. If two arbitrators do not agree on the appointment of umpire, it (the nomination of the umpire shall be done by the International Chamber of Commerce, Paris (France). The decision of arbitrators, or in case of their not agreeing, that of the said umpire shall be binding both on seller and purchaser. The venue of the arbitration shall invariably be New Delhi (India).</p> <p>Please note that deviation in arbitration clause shall not acceptable.</p>	
13	Risk Purchase:	<p>In case of delays in supplies/defective supplies or non-fulfillment of any terms and conditions given in the purchase order, the purchaser may cancel the purchase order in full or part thereof, and may also make the purchase of such material from elsewhere/alternative source at risk and cost of the supplier.</p>	
14		<p>Right of Acceptance – BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. BHEL also reserves the right to Increase or decrease the tendered quantities. Vendors should be prepared to accept order for reduced Quantity without any extra charges. Vendor should also be prepared for giving discount in case of Increase in Quantity.</p>	



General terms	<p>Confirm that there is no deviation with respect to BHEL Specifications. However, deviations, if any, are to be listed as a separate attachment. The additional price, if any, for withdrawal of these deviations must be provided. The offers that do not meet the substantial requirements of our enquiry are liable to be ignored. The bidders shall be deemed to comply with all the requirements of bidding documents except for listed deviations without any extra cost irrespective of any mention to the contrary anywhere else in the bid.</p>	
	<p>Please note no revision in the prices or submission of supplementary price bid will be allowed during the validity of the offer. However if there is any change by BHEL w.r.t. original specifications/ requirement/ scope/terms and conditions, the bidders may be asked by BHEL to submit only the price impact bid for such changes only</p>	
	<p>Confirm that Approx. Weight and Volume of the packages has been mentioned in the Techno-Commercial Offer (Part – 1).</p>	
	<p>Origin of Quotation: The quotation should be from the principal/original supplier even if it is submitted through their authorized agents, failing which the quotations are liable to be ignored.</p> <p>Please note that BHEL will deal directly with manufacturer and no correspondence with the agent will be entertained. The ink signed offer / bid in original has to be submitted by the registered manufacturer / OEMs directly to BHEL. Subsequently also, no correspondence of any type shall be entered into with the agents. Bids submitted by agents may not be considered for evaluation and shall be returned to them only, without assigning any reason. Please note the same.</p> <p>Also the name of principal supplier should be indicated on envelop in addition to Enquiry no and due date.</p>	
	<p>Ink signed order acceptance shall be furnished within 15 days of order placement.</p>	
	<p>All envelopes to be marked with whether “Priced Bid” (Part – 2) or “Un-Priced Bid Cum Techno-Commercial Bid” (Part – 1). The replica of Priced Bid (without prices) would be necessarily submitted along with Part-1 of the offer.</p>	
	<p>Pl. Confirm that the prices will remain firm during the entire validity and execution of the Project.</p>	
	<p>Please note that in unlikely event of delay in dispatches (for reasons attributed to either side) your invoices would be processed after suitable deduction as per PO clause. Any issue/ dispute regarding deduction of penalty for LD can be settled later on. This would help in earlier processing of invoice.</p>	

(Signature of the Vendor with Seal)



BHARAT HEAVY ELECTRICALS LIMITED
HEEP: HARDWAR-249 403 (UA)
Fax: 01334-226084/226462, Phone: 285834/281150
E-mail: agupta@bhelhwr.co.in

Annexure-D

**TERMS AND CONDITIONS FOR TWO PART TENDER
(INDIGENOUS VENDORS)
BHEL ENQUIRY NO.-B/4066/5/4415V/1
(Steam Trap)**

Offer must be sent in two separate sealed envelopes containing Techno-commercial offer in one envelope marked “**TECHNO-COMMERCIAL BID**” and prices in second envelope marked “**PRICED-BID**”. Both the envelope must be contained in the main envelope. Enquiry No., Name of Vendor and due date to be marked on all the envelopes. Please fill this Annexure & duly signed and stamped copy of this is to be submitted by you along with your offer.

These terms and conditions supersede the same or similar terms and conditions if they are appearing elsewhere in the Enquiry.

Sl. No	Terms	Description	Your confirmation
1.	Evaluation criteria	The evaluation would be done on the basis of total landed cost for the complete project wise requirements for Wanakbori & Kothagudem, covered in the enquiry.	
		Presently Excise Duty is On Merit for Wanakbori & Kothagudem Projects. Pls. note that the comparison of offers would be done as per the applicable ED structure on the date of opening of Price Bid.	
2.	Validity	Confirm that validity of the offer shall be 120 days from the due date of opening of Techno-Comml. Offers. BHEL reserves the right to reject any or all quotations, quoting validity less than 120 days.	
3.	Documents	Kindly confirm that the following documents have been submitted alongwith your offer: <ol style="list-style-type: none">1. Requisite EMD.2. Complete Technical offer with relevant drawings/ documents /QP etc. (as Per Special Instructions mentioned in Annexure-B).3. Documents in support of Pre-Qualification Requirement (as defined in Annexure-A)4. Standard Quality Plan Format.5. Supplier Registration Form (for vendor's not registered at BHEL, Haridwar for this item)6. Any other document as specified in “Instructions to Bidders”.	
4.	Basis of quotation	Confirm that prices have been quoted on Ex-Works with freight Pre-paid up to destination basis. The goods can be dispatched through any Bank approved transporters having their branch at Haridwar/destination. The names and addresses of transporters approved by IBA as well as BHEL are posted at our website www.bhelhwr.co.in . Pls. note that, if you dispatch the material by any BHEL un-approved transporter then you will be required to furnish the MRC (Material Receipt Certificate) from Project Site for processing of your invoice. No demurrage charges would be borne by BHEL.	



		Applicable Sales Tax & Excise Duty should be indicated separately and clearly in the quotation, else it will be concluded that the offer is inclusive of these Taxes & Duties. Please note that, for the projects where works of vendor and Projects are situated in same state, VAT shall be applicable. This will also be considered for evaluation.	
		The price comparison will be on the basis of total cost involved for delivery up to Site. Offers shall be loaded (if required) for applicable duties/taxes and other charges involved for delivery up to Site as per BHEL practice/ statutory rates.	
5.	Engineering Document/ Document approval	Kindly confirm that the offer has been submitted as per document No. as details given below: Document / Drawing Nos. : - 313137V2001 and 413137U8401 The above mentioned documents are enclosed with enquiry.	
		Drawings/Data sheets/documents as called for in the specifications shall be submitted for approval to BHEL for BHEL/customer approval within 30 days of purchase order. Any delay in delivery on account of late submission of drawings/documents shall be to vendors account. BHEL will arrange the approval of the drawings/data sheets/ documents within 30 days of their receipt provided those are complete in all respect.	
6.	Liquidated Damages / Penalty	Penalty for Late Delivery would be applicable @ 0.5% per week or part thereof subject to a maximum of 10% of the total LOT wise order value . It should be noted that the date of Date of GR/LR would be treated as the date of delivery for all purposes.	
		Please note that, in case of deviation in penalty clause, BHEL will evaluate your offer after loading on account of deviation in penalty. Loading will be done to the extent to which penalty is not agreed.	
7.	Payment Terms	Pl. Confirm the following Payment Terms: "100% against dispatch documents through bank/direct submission to BHEL"	
		Please note that in case of any deviation in the payment terms BHEL shall evaluate your offer after loading on account of deviation in payment terms as per BHEL practice / policy.	
		In case of payment through bank, all bank charges shall be on either side i.e. your bank's charges shall be to your account and our bank's charges shall be to our account. In case documents are presented directly to our nominated Banks, bank charges shall be to your account. Please confirm.	
8.	Quality Requirements	Vendors to submit Quality plan in enclosed QP format for BHEL approval. Inspection by BHEL nominated Inspection agency SGS in case of Indigenous supply as per BHEL approved QP.	
		The prices are to be quoted inclusive of Third Party Inspection Charges (M/s SGS), if third Party Inspection Charges is applicable. The scope of inspection for Third Party Inspection Agency would be as per approved QP. In case if nothing has been mentioned in your offer about the Third Party Inspection charges, the same would be considered to be inclusive in your quoted prices.	
9.	MDCC clause	The Test Certificates/Inspection reports will be submitted to BHEL for review and acceptance before dispatch of Material. The Material Dispatch Clearance (MDCC) will be provided within 07 days of receipt of documents, provided those are complete in all respects.	



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10	Guarantee	<p>Kindly confirm that Guarantee shall be provided for a period of 36 months from the date of shipment or 24 months from commissioning, whichever is earlier. Guarantee certificate is to be provided along with shipping documents. Please confirm.</p> <p>Please note that vendors quoting guarantee less than 18 months from dispatch shall not be considered.</p> <p>In case of deviation is Guarantee Period, offer shall be evaluated with loading @4% per-annum (on pro-rata basis) of quoted material value, for the deviated guarantee period.</p>	
11	Reverse Auction	<p>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. Kindly give your acceptance for participation in RA.</p> <p>Non-acceptance to participate in RA may result in non-consideration of their bids, in case BHEL decides to go for RA.</p> <p>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.</p>	
12	Arbitration :	<p>In all cases of dispute the matter shall be referred for Arbitration to any arbitrator to be appointed by the Executive Director or any officer who is the administrative head of Bharat Heavy Electricals Limited at Hardwar. The award of the Arbitrator shall be final and binding on both parties. The Arbitrator shall have the power to extend, from time to time, the time for making his award with the consent of the parties.</p>	
13	Risk Purchase:	<p>In case of delays in supplies/defective supplies or non-fulfillment of any terms and conditions given in the purchase order, the purchaser may cancel the purchase order in full or part thereof, and may also make the purchase of such material from elsewhere/alternative source at risk and cost of the supplier.</p>	
14	General terms	<p>Right of Acceptance – BHEL reserves the right to reject any or all the quotations without assigning any reasons thereof. BHEL also reserves the right to Increase or decrease the tendered quantities. Vendors should be prepared to accept order for reduced Quantity without any extra charges. Vendor should also be prepared for giving discount in case of Increase in Quantity.</p> <p>Confirm that there is no deviation with respect to BHEL Specifications. However, deviations, if any, are to be listed as a separate attachment. The additional price, if any, for withdrawal of these deviations must be provided. The offers that do not meet the substantial requirements of our enquiry are liable to be ignored. The bidders shall be deemed to comply with all the requirements of bidding documents except for listed deviations without any extra cost irrespective of any mention to the contrary anywhere else in the bid.</p> <p>Please note no revision in the prices or submission of supplementary price bid will be allowed during the validity of the offer. However if there is any change by BHEL w.r.t. original specifications/ requirement/ scope/terms and conditions, the bidders may be asked by BHEL to submit only the price impact bid for such changes only</p>	



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	<p>Confirm that Approx. Weight and Volume of the packages has been mentioned in the Techno-Commercial Offer (Part – 1).</p>	
	<p>Origin of Quotation: The quotation should be from the principal/original supplier even if it is submitted through their authorized agents, failing which the quotations are liable to be ignored.</p> <p>Please note that BHEL will deal directly with manufacturer and no correspondence with the agent will be entertained. The ink signed offer / bid in original has to be submitted by the registered manufacturer / OEMs directly to BHEL. Subsequently also, no correspondence of any type shall be entered into with the agents. Bids submitted by agents may not be considered for evaluation and shall be returned to them only, without assigning any reason. Please note the same.</p> <p>Also the name of principal supplier should be indicated on envelop in addition to Enquiry no and due date.</p>	
	<p>Ink signed order acceptance shall be furnished within 15 days of order placement.</p>	
	<p>All envelopes to be marked with whether “Priced Bid” (Part – 2) or “Un-Priced Bid Cum Techno-Commercial Bid” (Part – 1). The replica of Priced Bid (without prices) would be necessarily submitted along with Part-1 of the offer.</p>	
	<p>Pl. Confirm that the prices will remain firm during the entire validity and execution of the Project.</p>	
	<p>Please note that in unlikely event of delay in dispatches (for reasons attributed to either side) your invoices would be processed after suitable deduction as per PO clause. Any issue/ dispute regarding deduction of penalty for LD can be settled later on. This would help in earlier processing of invoice.</p>	

(Signature of the Vendor with Seal)

	Annexure-III GUIDELINES TO FOREIGN SUPPLIERS FOR FILLING UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	I of II

1. Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
2. Registration Form no. SRF(F)01 may be obtained from BHEL website www.bhel.com.
3. Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India

4. In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
5. Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
6. All columns are to be filled up properly in the space provided for. Wherever it is not applicable, mention it as "Not Applicable". The form is to be signed by the authorised signatory and submitted in original.
7. Please attach separate sheet if the space provided is insufficient. For any other information also, separate sheet may be attached.
8. Any information / clarification required by BHEL during processing of registration must be given expeditiously.
9. Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
10. As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
11. Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
12. Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
13. If you are attaching a document in a language other than English, a self attested English translated document may please be also attached.



Annexure-III
**CHECK-LIST FOR FOREIGN
SUPPLIERS REGISTRATION FORM**

Document No.

AA:MM:SR:01

Revision No.

01

Page No.

II of II

S.N.	Check-Point	Yes/No
1.0	Information against all points in the Supplier Registration Form has been given.	<input type="text" value="Yes"/>
2.0	Authorisation letter has been enclosed (in case of Indian representative)	<input type="text" value="Yes"/>
3.0	Banker's certificate has been enclosed	<input type="text" value="Yes"/>
4.0	Are you an ISO: 9001 accredited supplier?	<input type="text" value="Yes"/>
4.1	If yes, have you enclosed copy of ISO 9001 accreditation certificate & "Table of Contents" of your Quality Manual?	<input type="text" value="Yes"/>
4.2	If no, have you enclosed written down procedure / manual of Quality Management System?	<input type="text" value="Yes"/>
5.0	Have you enclosed experience list/ performance certificate (as per sl. 3.0 of the form SRF(F) 01)	<input type="text" value="Yes"/>
6.0	List of enclosures has been furnished (as per Sl 5.0 of the form SRF(F) 01)	<input type="text" value="Yes"/>
7.0	All the parts of the form & enclosures have been signed by Authorised Signatory.	<input type="text" value="Yes"/>
8.0	D&B Report/ Creditreform report etc. has been attached.	<input type="text" value="Yes"/>

Date :

Signature & seal

(Authorised Signatory)

Note : This check list is to be attached with the filled up Supplier Registration Form.

BHARAT HEAVY ELECTRICALS LIMITED , INDIA

ANNEXURE- III

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

Page 1 of 2

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

SUPPLIER REGISTRATION FORM	
1.0 GENERAL INFORMATION :	
1.1 NAME OF SUPPLIER : (TO BE REGISTERED)	<input type="text"/>
1.2 SUPPLIER ADDRESS : (TO BE REGISTERED)	<input type="text"/>
E - Mail :	<input type="text"/>
TELEPHONE : (Landline)- <input type="text"/> Mobile <input type="text"/>	
WEB SITE :	<input type="text"/>
1.3 DETAILS OF FACTORY / WORKS :	
ADDRESS :	<input type="text"/>
E - Mail :	<input type="text"/>
TELEPHONE : (Landline)- <input type="text"/> Mobile <input type="text"/>	
1.4 DETAILS OF MARKETING REPRESENTATIVE (OUTSIDE INDIA , IF ANY)	
ADDRESS :	<input type="text"/>
E - Mail :	<input type="text"/>
TELEPHONE : (Landline)- <input type="text"/> Mobile <input type="text"/>	
1.5 DETAILS OF INDIAN REPRESENTATIVE, IF ANY : (Attach authorisation letter)	
NAME :	<input type="text"/>
ADDRESS :	<input type="text"/>
E - Mail :	<input type="text"/>
TELEPHONE : (Landline)- <input type="text"/> Mobile <input type="text"/>	
1.6 CHIEF EXECUTIVE :	<input type="text"/>
1.7 YEAR OF ESTABLISHMENT :	<input type="text"/>

SUPPLIER'S AUTHORIZED SIGNATORY

BHEL CERTIFIED ASSESSOR

FORM NO. SRF(F)01 : (FOREIGN SUPPLIER)

1.8 YEAR OF COMMENCEMENT OF BUSINESS :

1.9 PRODUCTION CAPACITY PER ANNUM (details of major manufacturing/ testing facilities to be given) :

1.10 PARTICULARS OF PRODUCTS INCLUDING SPECIFICATION AND RANGE OFFERED FOR REGISTRATION : (ATTACH BROCHURES AND CATALOGUES)

1.11 NAME (S) OF BANKERS :

1.12 BANKER'S CERTIFICATE AS TO CREDITWORTHINESS OF THE CLIENT
(Enclose Certificate) :

1.13 PORT OF LOADING :

1.14 NEAREST AIRPORT :

1.15 Report from D&B/ Creditreform etc. (As per Cl. 7.1 of Chapter V) (**MANDATORY**):**2.0 FINANCIAL INFORMATION : (FOR LAST 3 YEARS)**

PARAMETER	YEAR -1	YEAR -2	YEAR -3
ANNUAL TURN OVER			
PROFIT AFTER TAX			

(COPY OF AUDITED ANNUAL ACCOUNTS FOR LAST 3 YEARS TO BE ENCLOSED)

3.0 QUALITY MANAGEMENT SYSTEM :

3.1 IS THE COMPANY ISO:9001 CERTIFIED : YES / NO

3.1.1 IF YES, ENCLOSE COPY OF CERTIFICATE & TABLE OF CONTENTS OF QUALITY MANUAL.

3.1.2 IF NO, ENCLOSE QUALITY MANAGEMENT SYSTEM OR WRITTEN DOWN PROCEDURE

4.0 EXPERIENCE LIST/ PERFORMANCE CERTIFICATE FOR OFFERED / SIMILAR ITEMS :

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS)

5.0 IF REGISTERED IN ANY OTHER UNIT OF BHEL, PLEASE SPECIFY:

6.0 DIRECTORS / PARTNERS, IF RELATED TO ANY BHEL EMPLOYEE.

NAME:

STAFF NO.:

DESIGNATION:

UNIT & DEPARTMENT:

RELATIONSHIP:

7.0 ANY OTHER INFORMATION:

8.0 LIST OF ENCLOSURES :

(BROCHURES, CATALOGUES, TECHNICAL LITERATURE ETC.)

E – Mail

TELEPHONE : (Landline):

Mobile :

DATE :

Signature & Seal

AUTHORISED SIGNATORY

NAME :

DESIGNATION :

BHEL CERTIFIED ASSESSOR

	Annexure-II GUIDELINES TO INDIAN SUPPLIERS FOR FILLING-UP SUPPLIER REGISTRATION FORM	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	I of II

- Prospective Suppliers may also visit our web site www.bhel.com (link Supplier Registration -> New Supplier Required) to know more about the requirement of new suppliers for various items in our units.
- Registration Form may be obtained from BHEL website www.bhel.com.
- Application for registration, with a covering letter detailing where your products can find application (if possible) in BHEL unit(s), should be sent to:

Supplier Development Cell
Unit Name:
Bharat Heavy Electricals Ltd.
City:
India


- In case registration is being sought in multiple units of BHEL, please send the separate application to each unit.
- Any clarification with respect to procedure for registration may be obtained from the Supplier Development Cell of respective BHEL unit.
- The Supplier Registration Form has four parts:

Part A	Organisational Information	Form no. SRF(I)01 – page 1 to 10
Part B	Quality System	Form no. SRF(I)01 - page 11 to 12
Part C	Technical Competence	Form no. SRF(I)01 page 13 (if sent by BHEL)
Part D	Score Sheet (to be filled by BHEL)	Form no. SRF(I)01 page 14 to 17

The set of formats to be filled by different category of suppliers is as follows:

Sl.No	Supplier Category	Formats
1.	Indian Suppliers (manufacturers)	- Organisational Information - Quality System - Technical Competence
2.	Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal	- Organisational Information SRF(I)01- Part A (page 1 to 10 except Sl. No. 5.1, 5.2, 6.6, 6.7, 7 & 8)

- All columns are to be filled up properly in the space provided for. Wherever it is not applicable, please mention “Not Applicable”. The form is to be signed by the authorised signatory.
- A separate sheet may be attached if the space provided is insufficient or additional information is to be given. Please put proper identification tag on the separately attached sheet.
- Please ensure that all required enclosures are attached with the filled up Supplier Registration Form and all enclosures are numbered & list of enclosures is given as required.
- As multiple copies of the application forms are required for processing at our end, please do not spiral bound the application forms or its enclosures and instead send them in two hole clip flat file.
- Incomplete forms will be rejected.
- Any information / clarification required by BHEL during evaluation must be given expeditiously.
- Please note that if you are registered and participate in Tender process and qualify to get order from BHEL, your performance based on Quality of your product, delivery performance and service rendered will be evaluated inline with Chapter VI.
- Please fill up the check- list given on next page and send along with the Supplier Registration Forms to BHEL.
- If you are attaching a document in a language other than Hindi/ English, a self attested Hindi/ English translated document may please be also attached.

	Annexure-II Check List for Indian Supplier Registration Form	Document No.	AA:MM:SR:01
		Revision No.	01
		Page No.	II of II

Sl.No.	Check-Point	Yes/No
1.	Information against all points under “Organizational Information” (Part-A) has been given.	No
2.	All enclosures and supporting documents have been enclosed.	No
3.	Summary list of enclosures has been furnished as per S.N.10 of Organisational Information form no. SRF (I) 01 & S.N 12 of Quality system form no. SRF (I) 01.	No
4.	Are you an ISO 9001 accredited supplier?	No
5.	If yes, have you enclosed “Table of Contents” of your Quality Manual and copy of ISO 9001 accreditation certificate?	No
6.	Have you filled up Quality System format given in Part B?	No
7.	Technical requirements, specifications, drawings, standards have been received from BHEL before filling up Technical Competence, Part C.	No
8.	All the parts of the form & enclosures have been signed by Authorised Signatory.	No
9.	Have you attached EFT details? (In original, Certified by the bank)	No
10.	If you are seeking registration for a MSME company (as per MSME Act of Government of India), have you attached requisite certificate as per Act?	No

Date :

Signature & seal

(Authorised Signatory)

Note: This check list is to be attached with the filled up Supplier Registration Form.

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 1 of 17

INFORMATION WITH * MARKS IS SCOREABLE.

PART- A : ORGANISATIONAL SOUNDNESS

ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR, WHEREVER IT IS NOT APPLICABLE, PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED. **PLEASE ATTACH SEPARATE SHEET, IF SPACE AVAILABLE IS INADEQUATE.**

ALL THE PAGES OF THE FORM ARE TO BE SIGNED ALONGWITH SEAL BY THE AUTHORISED SIGNATORY

ORGANISATIONAL INFORMATION			
NAME AND CORRESPONDENCE ADDRESS OF THE SUPPLIER SEEKING REGISTRATION :- <div style="background-color: #ffffcc; height: 40px; width: 100%; margin-top: 5px;"></div>			
1.0 PRODUCTS / SYSTEMS / SERVICES FOR WHICH REGISTRATION IS APPLIED FOR :			
SL. NO.	DESCRIPTION	SIZE & RANGE	MFG. STD/ IS / DIN /BS ETC.
SUPPLIER'S AUTHORISED SIGNATORY		BHEL CERTIFIED ASSESSOR	

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 2 of 17

ORGANISATIONAL INFORMATION

2.0 GENERAL INFORMATION :

2.1 NAMES OF THE WORKS/DIVISION (Products manufactured at each works to be mentioned) :

ADDRESS :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

2.2 NAME OF CHIEF EXECUTIVE / PROPRIETOR / PARTNER & ADDRESS :

2.3 DETAILS OF AUTHORISED SIGNATORY FOR SEEKING CLARIFICATION :

NAME :

DESIGNATION :

E - Mail :

TELEPHONE : Landline

Mobile

FAX :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 3 of 17

ORGANISATIONAL INFORMATION

3.0 OWNERSHIP INFORMATION : DOCUMENTS TO BE FURNISHED

- 3.1 GOVT. OF INDIA UNDERTAKING:
OR
STATE GOVT. UNDERTAKING :
OR
LIMITED COMPANY, : MEMORANDUM AND
ARTICLES OF ASSOCIATION
OR
PRIVATE COMPANY : MEMORANDUM AND
ARTICLES OF ASSOCIATION
OR
CO-OPERATIVE SOCIETY, : SOCIETY RULES AND
BYE LAWS
OR
PARTNERSHIP FIRM, : PARTNERSHIP DEED
OR
PROPRIETORSHIP, : PROFESSION TAX REGN.
AND MUNICIPAL REGN.
ANY OTHER (SPECIFY) :
- 3.2 NATURE OF BUSINESS :
(MANUFACTURING UNIT/
ENGG CONSULTANT/ EPC CONTRACTOR)

(AGENTS/ DISTRIBUTORS/STOCKISTS/DEALERS/
TRADERS/ INDIAN SUBSIDIARY/ CHANNEL PARTNER – attach authorization
certificate of principal)
- 3.3 YEAR OF ESTABLISHMENT :
- * 3.4 YEAR OF COMMENCEMENT OF BUSINESS :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 4 of 17

ORGANISATIONAL INFORMATION

4.0 REGISTRATION PARTICULARS

(FURNISH DETAILS AND ENCLOSE COPY OF CERTIFICATE FOR THE FOLLOWING)

4.1 PERMANENT ACCOUNT NO	:	<input style="width: 100%;" type="text"/>
4.2 CENTRAL SALES TAX REGN NUMBER	:	<input style="width: 100%;" type="text"/>
4.3 STATE SALES TAX / TIN NUMBER	:	<input style="width: 100%;" type="text"/>
4.4 EXCISE DUTY REGN NUMBER	:	<input style="width: 100%;" type="text"/>
4.5 EXCISE CONTROL CODE NUMBER	:	<input style="width: 100%;" type="text"/>
4.6 SERVICE TAX REGN NUMBER	:	<input style="width: 100%;" type="text"/>
4.7 CATEGORY AS PER MSMED ACT	:	MICRO/ SMALL/ MEDIUM <input style="width: 20px;" type="checkbox"/> <input style="width: 20px;" type="checkbox"/> <input style="width: 20px;" type="checkbox"/> <input style="width: 20px;" type="checkbox"/>
REGN NO.	:	<input style="width: 100%;" type="text"/>
VALID UPTO (Attach Certificate)	:	<input style="width: 100%;" type="text"/>

5.0 TOTAL ORGANISATIONAL STRENGTH : (ATTACH ORGANISATION CHART)

		GRADUATE	DIPLOMA	SKILLED	NON-SKILLED
ENGINEERING	:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
MANUFACTURING	:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
QUALITY	:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
COMMERCIAL / SERVICE AFTER SALES	:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

OTHERS :

TOTAL :

* 5.1 POWER BACKUP : YES/ NO
(GIVE DETAILS)

* 5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : YES/ NO

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 5 of 17

ORGANISATIONAL INFORMATION

6.0 OTHER PARTICULARS :

(FURNISH DETAILS AND ENCLOSE DOCUMENTARY EVIDENCE/ COPY OF CERTIFICATE FOR THE FOLLOWING)

* 6.1 IF THE COMPANY IS ALREADY REGISTERED WITH ANY OF BHEL UNITS, GIVE :

6.1.1. BHEL UNIT'S NAME :

6.1.2. SUPPLIER REGN. CODE NO. :

6.1.3. ITEMS FOR WHICH REGISTERED & THEIR SPECIFICATION
(ENCLOSE PROOF OF SUCCESSFUL EXECUTION OF
ONE OR MORE PURCHASE ORDERS) :

* 6.2 IS THE COMPANY APPROVED BY
ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /
IBR / LLOYDS ETC FOR INTENDED
MATERIAL CATEGORY? : YES / NO
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.3 IS THE COMPANY ISO 9001 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE & TOC OF QUALITY SYSTEM) :

* 6.4 IS THE COMPANY AN ISO 14000 APPROVED? : YES / NO
(ENCLOSE CERTIFICATE) :

* 6.5 IS THE COMPANY OHSAS - 18000 APPROVED?: YES / NO
(ENCLOSE CERTIFICATE)

* 6.6 TECHNICAL COLLABORATOR :
(FOREIGN OR INDIGENOUS)
(ENCLOSE DOCUMENTARY EVIDENCE)

* 6.7 R&D SET UP

6.8 DIRECTORS / PARTNERS, IF RELATED TO ANY
BHEL EMPLOYEE.
NAME :
STAFE NO. :
DESIGNATION :
Unit & DEPARTMENT :
RELATIONSHIP :

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 6 of 17

ORGANISATIONAL INFORMATION

6.9 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.

NAME :
STAFF NO. :
DESIGNATION :
UNIT & DEPARTMENT :
DATE OF LEAVING SERVICE :

6.10 COMPANY'S WEEKLY HOLIDAYS :

WORKS OFFICE

6.11 EXPERIENCE LIST:

(ATTACH LIST OF PRESENT CUSTOMERS WITH NAME & ADDRESS FOR OFFERED / SIMILAR TYPE & SIZE OF ITEM / EQUIPMENT FOR WHICH REGISTRATION HAS BEEN SOUGHT AND WITH WHOM YOU HAVE CONTINUOUS BUSINESS SINCE LAST THREE YEARS . ALSO ATTACH PERFORMANCE CERTIFICATES ISSUED BY ANY TWO CLIENTS FOR SUCCESSFUL EXECUTION OF THE CONTRACTS FOR LAST TWO YEARS- FOR PEM)

*6.12 DETAILS OF PENDING LEGAL ISSUES ON CONTRACTUAL ASPECTS WITH CUSTOMER , IF ANY

6.13 The following information of Bank Account of the Company, duly endorsed by the Bank (required for Electronic Fund Transfer –EFT/RTGS) is to be submitted

1. Name of the Company
2. Name of Bank
3. Name of Bank Branch
4. City/Place
5. Account Number
6. Account type
7. IFSC code of the Bank Branch
8. MICR Code of the Bank Branch
9. Details of other Bankers (for reference purpose only)

NOTE :

(i) Suppliers who have already submitted the above information are requested to submit a copy of the same.

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 7 of 17

ORGANISATIONAL INFORMATION

7.0 MANUFACTURING FACILITIES:

***7.1 LIST OF MANUFACTURING FACILITIES/EQUIPMENTS (INCLUDING MATERIAL HANDLING FACILITY)**

SL. NO	DESCRIPTION OF MACHINE/EQUIPMENT	QUANTITY	MAKE & YEAR OF INSTALLATION	REMARKS

IN CASE OF SPACE LIMITATION, PLEASE ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.2 IF IN-HOUSE MFG FACILITIES NOT AVAILABLE, INFORM SOURCE OF MFG. DETAILS ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	PROCESS OUTSOURCED	NAME OF THE COMPANY	DESCRIPTION OF MACHINE / EQUIPMENT	REMARKS

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE:**

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 8 of 17

ORGANISATIONAL INFORMATION

8.0 INSPECTION & TESTING FACILITIES:

*** 8.1 LIST OF INSPECTION & TESTING FACILITIES / EQUIPMENT**

SL. NO	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	NOS.	MAKE & YEAR OF MANUFACTURING	LAST DATE OF CALIBERATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

*** 8.2 IF IN-HOUSE TESTING FACILITIES NOT AVAILABLE, INDICATE SOURCE OF TESTING ALONGWITH THEIR FACILITIES & EXPERIENCE**

SL. NO	TEST	SOURCE OF TESTING	DESCRIPTION OF FACILITY/ EQUIPMENT & CAPACITY	APPROVAL OF EQUIPMENT/ PROCESS/PERSONNEL QUALIFICATION

IN CASE OF SPACE LIMITATION ENCLOSE ANNEXURE / CATALOGUE WITH TAG

Note:

In case of outsourcing of major testing such as NDT, Electrical & Mechanical Testing, no marks will be awarded. However, material composition testing by chemical method from recognized laboratory shall not attract negative marking

SUPPLIER'S AUTHORISED SIGNATORY	BHEL CERTIFIED ASSESSOR
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BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 9 of 17

ORGANISATIONAL INFORMATION				
FINANCIAL INFORMATION FOR THE PREVIOUS FOUR YEARS				
9.0	Parameter	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Applicable
9.0.1	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.2	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.3	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.4	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.5	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.6	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.7	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.8	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.9	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.10	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.11	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.12	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.13	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.14	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.15	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.16	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.17	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.18	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.19	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.20	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.21	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.22	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.23	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.24	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.25	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.26	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.27	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.28	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.29	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.30	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.31	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.32	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.33	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.34	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.35	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.36	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.37	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.38	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.39	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.40	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.41	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.42	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.43	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.44	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.45	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.46	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.47	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.48	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.49	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.50	N/A			
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9.0.51	N/A			
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9.0.52	N/A			
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9.0.53	N/A			
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9.0.54	N/A			
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9.0.55	N/A			
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9.0.56	N/A			
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9.0.57	N/A			
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9.0.58	N/A			
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9.0.59	N/A			
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9.0.60	N/A			
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9.0.61	N/A			
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9.0.62	N/A			
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9.0.63	N/A			
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9.0.64	N/A			
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9.0.65	N/A			
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9.0.67	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.68	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.69	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.70	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.71	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.72	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.73	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.74	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.75	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.76	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.77	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.78	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.79	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.80	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.81	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.82	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.83	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.84	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.85	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.86	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.87	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.88	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.89	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.90	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.91	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.92	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.93	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.94	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.95	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.96	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.97	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.98	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.99	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			
9.0.100	N/A			
	<input type="checkbox"/> Yes <input type="checkbox"/> No			

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 10 of 17

ORGANISATIONAL INFORMATION

10. LIST OF ENCLOSURES (Tags to be put on enclosures) :

- | | | | |
|--------|---|------------|---------------------------------|
| (i) | MEMORANDUM AND ARTICLES OF ASSOCIATION / SOCIETY RULES AND BYE LAWS / PARTNERSHIP DEED/ PROFESSION TAX REGN & MUNICIPAL REGN. | : YES / NO | <input type="text" value="No"/> |
| (ii) | Copy of certificate of following:- | | |
| | • PERMANENT ACCOUNT NO | : YES / NO | <input type="text" value="No"/> |
| | • CENTRAL SALES TAX REGN NUMBER | : YES / NO | <input type="text" value="No"/> |
| | • STATE SALES TAX / TIN NUMBER | : YES / NO | <input type="text" value="No"/> |
| | • EXCISE DUTY REGN NUMBER | : YES / NO | <input type="text" value="No"/> |
| | • EXCISE CONTROL CODE NUMBER | : YES / NO | <input type="text" value="No"/> |
| | • SERVICE TAX REGN NUMBER | : YES / NO | <input type="text" value="No"/> |
| | • REGN NUMBER OF CATEGORY AS PER MSMED ACT | : YES / NO | <input type="text" value="No"/> |
| (iii) | ORGANISATION CHART | : YES / NO | <input type="text" value="No"/> |
| (iv) | If registered with any other BHEL Unit, | | |
| | • LETTER OF REGISTRATION WITH BHEL UNIT | : YES / NO | <input type="text" value="No"/> |
| | • PROOF OF SUCCESSFUL EXECUTION OF ONE OR MORE PURCHASE ORDERS | : YES / NO | <input type="text" value="No"/> |
| (v) | Letter of approval from ASME / NTPC / NPC / EIL / DGS&D / RAILWAYS /IBR / LLOYDS ETC | : YES / NO | <input type="text" value="No"/> |
| (vi) | Accreditation certificate for | | |
| | • ISO: 9001 | : YES / NO | <input type="text" value="No"/> |
| | • TOC of Quality System Manual | : YES / NO | <input type="text" value="No"/> |
| | • ISO : 14000 | : YES / NO | <input type="text" value="No"/> |
| | • OHSAS , ISO 18000 | : YES / NO | <input type="text" value="No"/> |
| (vii) | Letter regarding technical collaboration | : YES / NO | <input type="text" value="No"/> |
| (viii) | Experience List / Performance certificate | : YES / NO | <input type="text" value="No"/> |
| (ix) | Balance Sheet for the last four years along with audit Report | : YES / NO | <input type="text" value="No"/> |
| (x) | Principal's authorization in case of dealers/ agents | : YES / NO | <input type="text" value="No"/> |
| (xi) | EFT Bank's certificate | : YES / NO | <input type="text" value="No"/> |

I /WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS & SPECIFICATIONs SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND/ OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.

Maximum Marks = 50

Negative Marks = -13

Minimum Qualifying marks = 30

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 11 of 17

FORM NO. SRF(I) 01

Part B (QUALITY SYSTEM):

Sl. No	PARAMETERS	SYSTEM IN EFFECT (Tick if exists & provide evidences if ticked in written procedure)		RECORDS (Tick if available & submit evidences)	REMARKS
		Written Procedure	Practice		
1*	Incoming Material Control System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Furnish a copy of system and organization.
2*	In process control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Furnish at least one work instruction & record of process control parameter
3*	Manufacturing / Testing Procedure Qualification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Procedure Qualification specification may be submitted
4*	Personnel qualification for 3 above.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Record of Personnel qualification (PQR) to be submitted
5*	Calibration system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit list of instrument & their calibration status
6*	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of procedure to be submitted
7*	System of Storage, Preservation , Painting & packing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of procedure to be submitted
8*	System of NCR disposition & corrective preventive action	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Two copies of NCR & CAPA
9*	Customer complaints handling system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit list of customer complaints & status for the last three years
10*	Safety measures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Submit copy of safety system & Record of accidents for last three years
11	Any other quality initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

**BHARAT HEAVY ELECTRICALS LIMITED
SUPPLIER REGISTRATION FORM**

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 12 of 17

FORM NO. SRF(I) 01

Part B (QUALITY SYSTEM):

12. LIST OF ENCLOSURES

- (i) Copy of system of control incoming materials and organization chart
- (ii) Copy of at least one process control work instruction
- (iii) Record of process control parameter
- (iv) Copy of at least one Procedure Qualification specification
- (v) Record of Personnel qualification (PQR)
- (vi) List of instrument & their calibration status
- (vii) Copy of procedure for Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.
- (viii) Copy of procedure for Storage/ preservation/ painting & packing
- (ix) Copies of two NCRs and their CAPA.
- (x) List of customer complaints & status for the last three years
- (xi) Copy of safety system
- (xii) Record of accidents for last three years

Maximum Marks = 25

Minimum Qualifying marks = 15

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 13 of 17

FORM NO. SRF(I)01

Part C : TECHNICAL COMPETENCE

Technical competence shall be evaluated in two parts viz. common competence and product/material category specific competence.

(i) COMMON TECHNICAL COMPETENCE (Max Marks: 10)

TECHNICAL COMPETENCE (where design specification is given by BHEL)	MARKING RANGE	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL
1. Supplier understands the product specification.	(0-3)		
2. Supplier understands the inspection requirements.	(0-2)		
3. Supplier has process capability to achieve the product specification/dimensional requirement.	(0-3)		
4. Supplier has experienced manpower to carry out the job.	(0-2)		
TOTAL MARKS OUT OF POSSIBLE (10) = ---			

OR

TECHNICAL COMPETENCE (where performance specification is given by BHEL)	MARKING RANGE	PROCEDURE		SYSTEM IN EFFECT		RECORDS	
		SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL	SUPPLIER RESPONSE (ALONG WITH SUPPORTING DOCUMENTS)#	MARKS BY BHEL
1. Design capability	(0-3)						
2. Adequacy of quality assurance plan	(0-2)						
3. Process capability for components	(0-3)						
4. Adequate of testing	(0-2)						
TOTAL MARKS OUT OF POSSIBLE (10)							
Average of Total (Total/3) = -----							

(ii) PRODUCT/ MATERIAL CATEGORY SPECIFIC TECHNICAL COMPETENCE

(Max Marks: 15)

Unit MISCC to structure the parameters to be considered for the technical competence depending on material category. The score of individual parameter selected is to be decided by MISCC. MISCC shall identify the requirement of enclosures to be furnished by supplier

Product:

Sl. No	Material category	Tech Parameter	Supplier's response	Remarks

To be filled up only on receipt of technical requirements/ specification, drawings, standards from BHEL and to be sent to BHEL for further scrutiny. Enclose documentary evidence where ever required.

LIST OF ENCLOSURES:

Maximum Marks = 25

Minimum Qualifying marks = 15

No marks is to be given by the supplier. Only supplier response along with supporting documents,

SUPPLIER'S AUTHORISED SIGNATORY

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 14 of 17

Part D : SCORE SHEET

1. ORGANISATIONAL SOUNDNESS (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., excise duty no., etc. submitted	Yes: 2 No: 0	2	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 5 years : 2 1-5 years : 1 Less than 1 year : 0	2	
3.	5.1 POWER BACKUP	Yes : 1 No : 0	1	
4.	5.2 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY	Yes : 1 No : 0	1	
5.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
6.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
7.	6.3 ISO 9001 ACCREDITATION	Yes : 3 No : 0	3	
8.	6.4 ISO 14000 ACCREDITATION	Yes : 1 No : 0	1	
9.	6.5 OHSAS - 18000 ACCREDITATION	Yes : 1 No : 0	1	
10.	6.6 TECHNICAL COLLABORATOR : (FOREIGN OR INDIGENOUS)	Yes : 1 No : 0	1	
11.	6.7 R & D SET UP	Yes : 1 No : 0	1	
12.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	
13.	7.1 & 7.2 MANUFACTURING FACILITIES INCLUDING OUTSOURCING	Adequate : 3 Substantial : 2 Inadequate : 0	3	
14.	7.3 RATIO OF OUTSOURCED COST TO TOTAL PRODUCTION VALUE	Less than 10% : 2 10 to 30 % : 1 More than 30% : 0	2	
15.	8.1 INSPECTION & TESTING FACILITIES	Adequate : 2 Substantial : 1 Inadequate : 0	2	
16.	8.2 OUTSOURCING OF MAJOR TESTING FACILITY (Refer Note)	Yes : 0 No : 1	1	
	TOTAL		25	

1. ORGANISATIONAL SOUNDNESS (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Whether all relevant information like ownership, PAN no., sales tax no., etc. submitted (clause 6.0 of chapter V to be referred in this regard)	Yes: 7 No: 0	7	
2.	3.4 YEAR OF COMMENCEMENT OF BUSINESS	More than 3 years : 2 1-3 years : 1 Less than 1 year : 0	2	
3.	6.1 REGISTERED WITH ANY OF BHEL UNITS	Yes (same item) : 2 Yes (another item) : 1 No : 0	2	
4.	6.2 APPROVAL BY ASME/ NTPC/ NPC/ EIL/ DGS&D/ RAILWAYS/ IBR/ LLOYDS ETC	Yes : 2 No : 0	2	
5.	6.3 ISO 9001 ACCREDITATION	Yes : 2 No : 0	2	
6.	6.12 PENDING LEGAL ISSUES ON TECHNO – COMMERCIAL ASPECTS WITH CUSTOMER	Yes : -5 No : 0	0	

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 15 of 17

Part D: SCORE SHEET

2. FINANCIAL INFORMATION (for Manufacturers):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.1 Growth of Net Worth over previous year (%) Average of three years to be worked out	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
2.	9.3 DEBT EQUITY RATIO $\frac{\text{Debt}}{\text{Net Worth}}$	1 : 1 : 5 1.1 upto 1.5 : 1 : 4 1.6 upto 2.0 : 1 : 3 2.0 & above : 1 : 2	5	
3.	9.5 QUICK RATIO $\frac{\text{CA} - \text{INVENTORIES } \{9.5(1)-9.5(1)c\}}{\text{Current liability } \{9.5(2)\}}$	1 : 1 : 5 1 : 1 upto 1.5 : 4 1 : 1.5 upto 1.75 : 3 1 : 1.75 upto 2.5 : 2 1 : > 2.5 : 0	5	
4.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 10 – 20 % : 3 5 – 10 % : 2 > 0 & < 5 % : 1 0 or negative : 0	5	
5.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 10 – 20 % : 4 5 – 10 % : 3 > 0 & < 5 % : 2 0 or below : 0	5	
6.	9.8 Whether the supplier has been referred to BIFR / NCLT/ any other similar Govt agency	Yes: -5 No : 0	0	
7.	9.9 Whether the supplier is a potentially sick company	Yes: -3 No : 0	0	
TOTAL			25	

Note: If the supplier is new in business and does not have past data, then the evaluation will be done on the basis of information provided by him and will be decided by MISCC.

2. FINANCIAL INFORMATION (for Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal):

S.N.	PARAMETER	CRITERIA	Maximum Marks	Marks Awarded
1.	9.6 Growth in Sales over previous year (%) Average of three years to be worked out	More than 35% : 5 20 -35 % : 4 5 - 20 % : 3 >0 - 5 % : 2 0 or negative : 0	5	
2.	9.7 PROFIT BEFORE TAX Growth over previous year (%)	More than 20 % : 5 5 – 20 % : 4 >0 – 5 % : 3 0 or below : 0	5	

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 16 of 17

Part D : SCORE SHEET

3. QUALITY SYSTEM :

S.N.	PARAMETER	CRITERIA	Maxm. Marks	Marks Awarded
1.	Incoming Material control System	System availability : Yes: 1 No : 0	1	
		Availability of Organisation chart Yes: 1 No : 0	1	
2.	Process control	Work instruction available: Yes: 1 No : 0	1	
		Record of process Control : Available : 2 Partial record : 1 Not available: 0	2	
3.	Manufacturing / Testing Procedure Qualification	Procedure Qualification Specification : Adequate : 3 In adequate: 1 Not available : 0	3	
4.	Personnel qualification	Record of PQR: Adequate : 3 In adequate: 1 Not available : 0	3	
5.	Calibration system	Adequate : 3 In adequate: 1 Not available : 0	3	
6.	System of Identification & Traceability of materials, tools, jigs, fixtures & processed components, etc.	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
7.	System of Storage/ preservation/ painting & packing	Procedure available : Adequate : 2 In adequate: 1 Not available : 0	2	
8.	System of NCR disposition & corrective preventive action	Two copies of NCR & CAPA Available :2 Not available : 0	2	
9.	Customer complaints handling system	System available : Yes: 1 No : 0	1	
		Complaints registered & resolved : 2 Complaints registered & partially resolved : 1 Complaints not registered or not resolved : 0	2	
10.	Safety measures	System available : Yes: 1 No : 0	1	
		Record available : Yes: 1 No : 0	1	
TOTAL			25	

BHEL CERTIFIED ASSESSOR

BHARAT HEAVY ELECTRICALS LIMITED SUPPLIER REGISTRATION FORM

FORM NO. SRF(I) 01 (INDIAN SUPPLIER)

ANNEXURE-II

Page 17 of 17

Part D : SCORE SHEET

4. TECHNICAL COMPETENCE

Column no. 1 to 4 to be filled by MISCC before sending to supplier. Column no. 5 to be filled by BHEL certified Assessor after evaluation of supplier response.

Sl. No (1)	Parameter (2)	Scoring criteria (3)	Maximum Marks (4)	Marks obtained (5)
	TOTAL		25	

SUMMARY:

Sl. No	Criteria	Maxm Marks	Qualifying marks *	Marks obtained	Recommendation for registration
1.	Organisational Soundness	50	30		Recommended : Permanent code /Development code/ Trial code
	Financial Information				
2.	Quality System	25	15		
3.	Technical Competence	25	15		
	TOTAL	100	60		Not recommended

***Minimum Qualifying Score in Each category shall be 60%.**

REGISTRATION CRITERIA:

Sl. No	Score	Recommendation
1.	More than 90	Supplier is to be registered and given Permanent code, Normally no visit is called for.
2.	>75 <=90	Supplier may be visited if recommended by MISCC or to be registered and given permanent code.
3.	>=60 <=75	Supplier may carry out suggested improvements if advised by MISCC Supplier's visit is mandatory. Trial/ Development code may be given.
4.	Less than 60	Not to be registered

Note: Indian Stockist/ Trader/ Distributor/ Dealer/ Authorised Agent/ Channel partner/ Indian Sales office or Subsidiary of registered foreign principal are to be awarded marks on pro-rata basis and registered accordingly.

Signatures: MISCC and Suppler Evaluation Team (in case of visit)

1)

2)

3)

4)

5)

6)

BHEL CERTIFIED ASSESSOR

LIST OF BHEL CONSORTIUM BANK	
1	State Bank of India
2	Canara Bank
3	Bank of Baroda
4	Punjab National Bank
5	State Bank of Hyderabad
6	State Bank of Travancore
7	Corporation bank
8	Syndicate Bank
9	Indian Bank
10	Oriental Bank of Commerce
11	UCO bank
12	Central bank of India
13	IDBI Ltd.
14	HDFC Bank Ltd.
15	ICICI Bank Ltd.
16	Kotak Mahindra Bank ltd
17	The Federal bank Limited
18	Abn-Amro Bank
19	Citi Bank
20	HSBC
21	Deutsche Bank
22	Standard Chartered Bank
23	United bank of India
24	Vijaya Bank
25	Union Bank of India
26	Bank of India
27	Andhra Bank
28	Punjab & Sind Bank
29	Axis Bank