



REF :	PE-LPE/174
REF. DATE	25/07/2014
DUE DATE	19/08/2014

Dear Madam/Sir,

**Subject: AMC of 2X250 KVA capacity Diesel Generator Sets**

Quotations are Invited in sealed cover with Enquiry No., Enquiry Date, Quotation Due Date & Time, Name/ Address of the Organisation submitting the offer legibly super- scribed on it, for the above- mentioned item so as to reach the Tender Room before 2:00 P.M. on or before the above mentioned Due Date.

**SCOPE:**

AMC & operation of 2X250 KVA capacity Diesel Generator Sets for two years w.e.f 24/09/2014

**PAYMENT TERMS**

The contractor shall submit the bills in conformation with the Log book at the end of every month, which shall be certified by BHEL' s representative and payment will be made within 30 days after submission of the bill subject to the condition that the bil subject to the condition that the bill is in proper order.

Please quote the total F.O.R. destination BHEL /PEM, NOIDA inclusive of all taxes, freight, handling packaging, charges, transit insurance etc and shall remain firm without any variation till completion of the contract.

**BID SUBMISSION:**

EMD - Rs. 40,000 as per clause no 18 of enclosed Annexure-1 (Terms & Conditions). Annex-2 (PQR, Tech Spec), Annex-3 (Price format)

Security deposit : Rs 1 Lakh + 7.5% of the amount exceeding 10 Lakh of order value excluding taxes & duties. If the price quoted/Order value is below 10 lakhs '10% of the Order value shall be deposited by the successful bidder'.

In the event of non-functioning of DG Sets (2X250 KVA) for more than two hours due to maintenance or lack of servicing, a penalty for downtime @ Rs.100/- per hour basis shall be charged. However in case of major faults like breakdown of winding or

overhauling the party will be given 24 hrs' time to arrange back up power for which no payment to the party shall be made. If the party fails to arrange back up supply within 24 hrs of breakdown, a penalty @ Rs.200/-per hour basis shall be charged.

Thanking You,

Yours faithfully,  
For and on behalf of BHEL

Vivek Singh Kuntia  
BHEL PEM, Noida

<b>TERMS AND CONDITIONS</b>
-----------------------------

**1. BID SUBMISSION**

Bids shall be submitted latest by 2 PM on or before the due date in two parts as follows:

**PART-1: TECHNO-COMMERCIAL BID (IN DUPLICATE)**

This part shall contain the following:

- a) Technical offer/details
- b) Commercial terms and conditions
- c) Unpriced copy of the price bid with all amounts/figures/ percentages wherever quoted in the price bid being replaced with the word 'Quoted' or 'Q'.

This part shall be submitted in duplicate in two separate Sealed Covers with bidder's distinctive Seal super scribed with correct Enquiry No., Item of supply, due date of opening and 'part-1 : techno-commercial bid'.

Complete tender in all respects duly signed & stamped on each and every page by the authorized signatory of the bidder as a token of acceptance of all the terms and conditions of tender.

**PART -2: PRICE BID**

This part shall contain Prices only and should not contain any technical details and/or Commercial Terms & Conditions. Any technical details and/or Commercial Terms & Conditions, if found in this part shall be ignored as the same are supposed to be contained in PART-I only as indicated above.

This part shall be submitted in a separate Sealed Cover with bidder's distinctive Seal super scribed with correct Enquiry No., Item of supply, due date of opening and 'part -2: price bid'.

**2. BID OPENING**

PART- I (Techno-Commercial Bids) will be opened at 3 PM on the due date in the presence of bidders who may like to be present. Date and time of opening of Part - II (Price Bids) shall be communicated separately.

**GENERAL**

3. Prices shall be net F.O.R. destination ~~inclusive of freight, handling and packing charges, transit insurance etc.~~ and remain valid for 3 months from the due date.
4. Taxes and duties payable should be indicated separately, otherwise it will be presumed that the goods quoted are inclusive of all taxes, duty, octroi etc., if any and BHEL in such cases shall not pay any tax, duty, octroi etc.
5. No revision of prices shall be entertained after bids have been opened.
6. Prices shall remain firm without any variation till completion of contract.
7. ~~Manufacturer's name, trade Mark or Patent No., if any, should be specified.~~
8. Illustrative leaflets giving technical details of items offered should be enclosed, wherever necessary.

- 9 BHEL shall be under no obligation to accept the lowest or any other bid and shall have the right to accept or reject any bid in part or in full without assigning any reason whatsoever.
10. Late tenders will be rejected.
11. ~~BHEL reserves the right to split the order for individual item(s) with different bidders and also increase/decrease the quantities.~~
12. ~~Product with I.S.I certification marks will be preferred.~~
13. ~~**PACKING AND MARKING** : Vendor shall arrange for sound packing and marking the goods to avoid any loss or damage during transit.~~
14. **PAYMENT** : As mentioned in the tender documents.
15. **SUBMISSION OF INVOICE** : All Invoices along with specified documents shall be submitted in triplicate, in Tender room of BHEL/PEM, BHEL, PPEI, NOIDA-201301.
16. **LIQUIDATED DAMAGES** : - As mentioned in the tender document under penalty clause.
17. **PRICE DISCREPENCY** :
- (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 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 the 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.
  - (e) Taxes and duties if not specified clearly as extra shall be considered as include in the basis price and, therefore, shall not be reimbursed.

**18. SECURITY DEPOSIT :**

1. Rs 1 Lakh + 7.5% of the amount exceeding 10 Lakh of order value excluding taxes & duties. If the price quoted/Order value is below 10 lakhs '10% of the Order value shall be deposited by the successful bidder'. EMD of the successful bidders shall be kept as security deposit till the completion of Work Order.
2. The Security deposit shall not carry any interest and shall be refundable after successful completion of Work Order
3. SD shall be liable to be forfeited in case of non-fulfilment of contractual liabilities.

**19. EARNEST MONEY DEPOSIT :**

Bidders are required to remit Earnest Money Deposit of Rs. 40,000.00 in the form of DD / Pay Order payable in favour of "M/s BHEL" on any scheduled bank, Noida. **No interest shall be payable by BHEL on EMD amount.** The EMD shall be forfeited in case of:

- a) After opening the tender, the tenderer revokes his tender within the validity period or increases his earlier quoted rates.
- b) The tenderer does not commence the work within the period as per LOI/Contract. In case the LOI/contract is silent in this regard within 15 days after award of contract.

20. **RISK PURCHASE** : Purchaser will have the option to terminate the contract and order from elsewhere at the risk and cost of the Vendor, either the whole or part of the goods which the Vendor has failed to deliver or despatch within the stipulated delivery period or if the same were not available, the best and the nearest available substitute thereof. The Vendor would be liable to compensate the Purchaser for any loss which the Purchaser may sustain by reason of such risk purchase, in addition to Liquidated Damages at the rate mentioned above.

**21. STATUTORY VARIATION :**

- i) If the rates for taxes and duties in respect of the quoted materials and/ or services assumed by the Seller/ Contractor are less than the tariff prevailing at the time of tendering, Seller/ Contractor will be responsible for such under quotations. However, if the rates assumed are higher than the correct rates prevailing at the time of tendering, the difference will be to the credit of the Purchaser.
- ii) Statutory Variations in Service Tax only on self-manufactured items/ services rendered by vendor himself on the rates prevailing at the time of delivery/ completion in comparison to the date of offer, will be to the account of the Purchaser. No other variations such as on customs duty, exchange rate, minimum wages, prices of controlled commodities, any other input etc. shall be payable by the Purchaser.
- iii) Notwithstanding the above, where the actual completion of the supply occurs beyond the period stipulated in the Order/ Contract or any extension thereof, variations referred to above, will be limited to the rates prevailing on the dates of such agreed completion periods only. For variations after the agreed completion periods, the Seller/ Contractor alone shall bear the impact for the upward revisions and for downward revisions; purchaser shall be given the benefit of reduction in taxes/duties. This will be without prejudice to the levy of penalty for delay in delivery/completion schedule.
- iv) Any new tax structure (like Goods & Services Tax) as and when implemented by the Government shall become applicable in addition to or in lieu of existing tax structure.

22. Vendor shall furnish their NEFT details in the form of cancelled cheque for EMD reversal.

**NOTE :**

It is presumed that the bidder has accepted all the instructions, Terms and conditions and Technical Specifications covered in this Tender Enquiry, unless the deviations are specifically indicated in the bid on a separate sheet.

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
Bharat Heavy Electricals Limited  
(A Govt. of India Undertaking)



9  
Annex-2

### **Qualifying Criteria for the Bidders (PQR)**

The following conditions have to be satisfied by the tenderer, with documentary proof to be enclosed with tender bid. In case the agency fails to enclose the following documentary proof with tender the tender will be liable for rejection.

1. Average Annual financial turnover during the last three years, ending 31<sup>st</sup> March 2014 should be at least Rs. 1.8 lakh.
2. Experience of having successfully completed similar works\* during last 7 years ending 31<sup>st</sup> May 2014 should be either of the following:
  - a. Three similar completed works costing not less than Rs. 4.8 Lakhs.

or

  - b. Two similar completed works costing not less than Rs. 6.0 Lakhs.

or

  - c. One similar completed work costing not less than Rs. 9.6 Lakhs.

**\*Similar work means:** Operation & Maintenance of DG Sets (100KVA & above)

3. The bidder should have a local office with proper set up.
4. Certificate for semi-skilled operational staff for round the clock operation for seven days a week.
5. Document to be submitted:
  - a. Income Tax Return of last two years (Financial years 11-12 & 12-13)
  - b. Service Tax registration number.
  - c. PF & ESI registration number.
  - d. VAT / TIN registration number.
  - e. PAN card.



Please reply to :  
BHEL, PS-PEM  
PPEI Building,  
Plot No.25, Sector 16-A  
Noida (U.P.)

फोन Phone : 0120-4213579  
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049  
Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

Signature with Name Designation & Seal



### TECHNICAL SPECIFICATION

The brief technical specifications intend to cover for providing services for operation & maintenance contract for 2X250KVA capacity diesel generator sets installed at our office at BHEL-PS PEM, Power projects Engg. Institute, plot no.25, Sector-16A, Noida (U.P) are as mentioned below.

#### Diesel Generator Sets:

Two numbers of DG set of 250 KVA capacity each.

- Engine - Greaves make  
Engine no.-13060840312/13  
Model -TBD 3 V 8  
Rating (HP/KW)-313  
R.P.M-1500
- Alternator - Stamford Make  
Rating-250KVA  
S.No.05011460/61  
Ref. No.-NMA1460/61  
Type-HC444DI  
Volts-415 volts  
Current -348 amps  
Phase-3  
Frequency-50Hz  
Stator connection-SISTER  
R.P.M-1500  
Excitation voltage-48 volts  
Excitation current-2.30 amps  
Insulation class-H  
Enclosure- IP23
- Control panel -Spain Electronics Make



Please reply to :  
BHEL, PS-PEM  
PPEI Building,  
Plot No.25, Sector 16-A  
Noida (U.P.)

फोन Phone : 0120-4213579  
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049  
Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
Bharat Heavy Electricals Limited  
(A Govt. of India Undertaking)



### SCOPE OF WORK:

1.1 The agency has to carry out day to day operation/checkup/maintenance of DG Sets for normal operation.

1.2 The agency has to carry out inspection on regular basis and servicing of DG Sets quarterly.

During the servicing the party has to:

- Provide all the air filters, oil filters, diesel filters, coolant green (5 ltrs. for each DG), engine oil (40 ltrs. for each DG) and all other parts (major or minor) at the time of servicing.
- Carry out cleaning of radiator and all other parts, repair of any damage in cooling water system, engine oil system, battery checkup & complete control wiring checkup.

1.3 All the major and minor faults excluding **Overhauling of engine, Rewinding of stator/ rotor winding of Alternator and Exciter**, will be rectified by the agency on urgent basis including supply of parts (major & minor) which includes repair of radiator, self-starter, governor system, AVR system, bellow, exhaust fan and all metering equipment's like voltmeter, ammeter, R.P.M meter, temperature meter etc.

1.4 All the tools and equipment's will be arranged by the contractor for operation as well as maintenance work.

1.5 The agency should deploy well trained manpower so that trouble free operation and day to day checkup (cleaning of equipment along with coolant checkup, lubricating oil checkup, battery water & terminal checkup, maintenance and recording of log book for diesel consumption, water temperature, coolant temperature, speed in RPM, voltage, current etc.) can be carried out.

1.6 The agency has to provide all day to day spares without any extra cost like: Diesel filters, Mobil oil filters, Diesel tubing, nuts, bolts and washers etc. Such spares shall always be available with the agency at site.

1.7 Provision of semi-skilled operational staff (back up by supervision of skilled technician as and when required) **for round the clock** operation for seven days in a week.



Please reply to :  
BHEL, PS-PEM  
PPEI Building,  
Plot No.25, Sector 16-A  
Noida (U.P.)

फोन Phone : 0120-4213579  
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049

Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

Signature with Name Designation & Seal

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
**Bharat Heavy Electricals Limited**  
(A Govt. of India Undertaking)



1.8 The contractor shall submit the bills in conformation with the Log book at the end of every month, which shall be certified by BHEL' s representative and payment will be made within 30 days after submission of the bill subject to the condition that the bill is in proper order.

1.9 The daily log book shall be maintained by the agency for record of day-to-day activities.

1.10 All the transportation charges (at site or outside site) including of loading and unloading charges will be paid by the party, for carrying out any activity in support of power back up arrangement & maintenance of DG Sets.

## 2.0. BHEL's Scope of work:

2.1 BHEL will provide only diesel fuel for the operation of the DGs.

## 3.0 Penalty:

3.1 In the event of non-functioning of DG Sets (2X250 KVA) for more than two hours due to maintenance or lack of servicing, a penalty for downtime @ Rs.100/- per hour basis shall be charged. However in case of major faults like breakdown of winding or overhauling the party will be given 24 hours' time to arrange back up power for which no payment to the party shall be made. If the party fails to arrange back up supply within 24 hours of breakdown, a penalty @ Rs.200/-per hour basis shall be charged.

## 4.0 Evaluation Criteria:

4.1 Evaluation will be done on the basis of total value as per 1-c of Annexure-B.



Please reply to :  
BHEL, PS-PEM  
PPEI Building,  
Plot No.25, Sector 16-A  
Noida (U.P.)

फोन Phone : 0120-4213579  
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049

Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

परियोजना इंजीनियरिंग  
प्रबन्धन  
Project Engineering  
Management

भारत हेवी इलेक्ट्रिकल्स लिमिटेड  
(भारत सरकार का उपक्रम)  
Bharat Heavy Electricals Limited  
(A Govt. of India Undertaking)

5 Annexure-3



**Annexure B**

**PRICE SCHEDULE**

S.No	Description of work	Rate(Rs.)	Service Tax	Total Amount(Rs.)
1	(i) Comprehensive annual maintenance charges and day to day operation and maintenance charges for 2X250 KVA capacity Diesel Generator Sets for a period of 2 years-round the clock basis for seven working days in a week (Payable on monthly basis)			
a	First year			
b	Second year			
c			<b>TOTAL* =</b>	

**\* Evaluation will be made on this value.**



Please reply to :  
BHEL, PS-PEM  
PPEI Building,  
Plot No.25, Sector 16-A  
Noida (U.P.)

फोन Phone : 0120-4213579  
फैक्स Fax : 0120-4329025

पंजीकृत कार्यालय :  
बीएचईएल हाउस,  
सिरीफोर्ट,  
नई दिल्ली 110049

Regd. Office :  
BHEL House,  
Siri Fort,  
New Delhi - 110049

Signature with Name Designation & Seal