



An ISO 9001
Company

Bharat Heavy Electricals Limited

(High Pressure Boiler Plant)

Tiruchirappalli – 620014, TAMIL NADU, INDIA

TITLE Supply of COMBINATION SQUARE SET.	Phone: +91 431 2577082/7826/7645 Fax : +91 431 252 0719 Email : pgavictor@bheltry.co.in rajaprakash@bheltry.co.in kdebnath@bheltry.co.in
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Reference Enquiry Number: 1901600184	Enquiry Date: 14.07.2016	Due date for submission of quotation: 29.07.2016
You are requested to quote the Enquiry number date and due date in all your correspondences. This is only a request for quotation and not an order		

Offer through Enterprise Procurement System (EPS) are invited by the Engineer/PSS/Purchase/MM for supply of the above mentioned item.

Offer should be submitted through Enterprise Procurement System (EPS) only. Please visit website: https://bheleps.buyjunction.in	Yours faithfully, For Bharat Heavy Electricals Limited K Raja Prakash Engineer/Purchase/PSS/MM, 4 th Floor – Bldg. 24, Bharat Heavy Electricals Ltd., Tiruchirappalli-620014, Tamilnadu. Ph: 0431- 2577082/7826/7645, Fax: 0431- 2520719 Email: pgavictor@bheltry.co.in rajaprakash@bheltry.co.in kdebnath@bheltry.co.in
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Enclosure:

1. How to submit quotations.
2. Annexure A.
3. Annexure B (Signed scan copy to be uploaded in EPS as attachment at the time of quotation submission by bidder).
4. Annexure I – applicable for MSE indigenous supplier only.



General Note: **BHARAT HEAVY ELECTRICALS LIMITED**

(A Government of India Undertaking)
HIGH PRESSURE BOILER PLANT
PURCHASE DEPARTMENT - FOSSIL BOILERS
THIRUCHIRAPALLI - 620014
TAMILNADU (INDIA)

PHONE :
GRAMS : BHARATELEC
FAX NO: 2520719
E-mail :
Web :

429-002/A

OFFICE COPY	Collective No.	Enquiry Date	Due Date For Quotation
	1901600184	14.07.2016	29.07.2016
Please quote Enquiry No, Date and due date in all correspondences. This is only a request for quotation and not an order			

Item	Description	Unit	Quantity	Delivery Quantity	Schedule Date
10	TEI1062 COMBINATION SQUARE SET 300MM WITH SQUARE HEAD,CENTRE HEAD, PROTRACTOR HEAD AND STAINLESS STEEL RULE (BLADE)-STARRETT CODE:9ME-300/SOMETCZ CODE:906.503/TESA CODE:06719000.	NO	30.000	30.00	22.08.16

General Note:

Terms and conditions as - Annexure A, B & I are enclosed.

Enclosures:

"LD clause has to be confirmed without fail."

The bidder along with its associate / collaborators / sub-contractors / sub-vendors / consultants /service providers shall strictly adhere to BHEL fraud prevention policy displayed on BHEL website <http://www.bhel.com> and shall immediately bring to the notice of BHEL Management about any fraud or suspected fraud as soon as it comes to their notice.

HOW TO SUBMIT QUOTATIONS:

Interested bidders / Suppliers shall submit their offer through e-Procurement mode at <https://bheleps.buyjunction.in>. Offers in any other mode will not be accepted.

Mandatory requirements for Enterprise Procurement System (EPS)

1. A PC with Internet connectivity.
2. The site is best viewed in Internet Explorer 9.0. If you are using Internet Explorer 10 or above then enable compatibility view available under Tools menu
3. Install Java 1.8 Update 67/72/79/77 (32 OR 64 Bit)
4. **DSC (Digital Signature Certificate) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION)**

Suppliers interested for registration for BHEL Open Tenders should have a valid DSC (Digital Signature Certificate) before Proceeding forward for Registration. Herein a Valid DSC refers to an Active and unexpired Signing and Encryption Certificate, with specification Class III SHA 2 2048 bit.

FOR REGISTERED SUPPLIER IN EPS:

- a. Supplier visits EPS home page
- b. Supplier signs in with their user id and password
- c. Selects the RFQ Code and views it.
- d. Attaches themselves to the RFQ by clicking the interested button
- e. Supplier fills the bid template and makes necessary attachments
- f. Supplier submits their bid by clicking CONFIRM.

In case of any assistance, please call the following Nos for support:

033-6601 1717 (From 9:30am to 5:30pm) or send e-mail at eps.customercare@mjunction.in / peter.raj@mjunction.in

FOR UNREGISTERED SUPPLIER IN EPS:

Procedure for Online Registration in EPS for Open Tender Suppliers for BHEL

1. Click Register Button (Top of the Screen)
2. Please input your organization PAN No (in case of Indian supplier) or click "Foreign" in case you are an overseas Supplier.
3. Click on INTERESTED Button against the respective BHEL Unit
4. Key in your desired login id (Login Code should be 8 - 24 characters in length and can only use numeric values) If you have registered by keying in PAN No. then your desired login id will be prefixed by "OTI", In case of overseas suppliers it will be prefixed with "OTF"
5. Fill in the other details.
6. Fill in the Captcha code and click next
7. Register your Signing certificate and click next
8. Select at least one procurement category you may be dealing in.

Once the above steps are completed, your profile will be activated by mjunction within 2 business hours. After registering follow the steps provided in "For Registered Supplier" to view RFQ.

In case of any assistance, please call the following no. for support: 033-6601 1717 (From 9:30am to 5:30pm) or send e-mail at eps.customercare@mjunction.in / peter.raj@mjunction.in

NB: BHEL Administrator or user will have no role for approving Registration and Open Tenders and DSC for Any supplier who has registered himself from the front END which is in case of OT.

Digital Signature Certificate

The process of utilizing e-procurement necessitates usage of DSC (Digital Signature Certificate) (Class 3- SHA2- 2048 BIT- SIGNING & ENCRYPTION) and you are requested to procure the same immediately, if not presently available with you. Please note that only with DSC, you will be able to login the e-procurement secured site and take part in the tendering process.

How to Apply for a Digital Signature Certificate?

Certifying Authority (CA) issues the digital certificates and a digital certificate can be bought from any of the Certifying Authorities (CAs) or from any of the Local Registration Authority (LRA) as approved by any of the CAs. There are number of CA's in India who in turn report to the Controller of Certifying Authorities (CCA). Please visit website <https://cca.gov.in> for details.

The contact details of some of the licensed CA's in India who issue the DSC are given below:

1. e-Mudhra: <http://www.e-Mudhra.com>,
2. GNFC: www.ncodesolutions.com,
3. Safes crypt: www.safescrypt.com

Procedure to obtain DSC for indigenous vendors:

- Fill the application form and submit the required documents duly attested wherever applicable.
- After due verification of mandatory fields, confirm the given details again and print the displayed form to hand sign and send it across to the CA / LRA.
- Post verification, DSC will be processed by CA / LRA.
- DSC will be communicated through e-mail.
- DSC to be downloaded in the e-token.
- Normally it takes maximum of 5 – 7 days to obtain the DSC.

Procedure to obtain DSC for Foreign Vendors:

A step by step procedure to be adhered prior to obtaining of the DSC is given below:

- Vendor downloads the Registration/Application form from any of the licensed CAs as approved by CCA (Please visit website <https://cca.gov.in> for details).
- Vendor fills up the application form along with the requisite documents as mentioned below and visits the Indian Embassy along with the original documents corresponding to the certified true copies.
- The above mentioned documents are then certified by the Indian Embassy.
- Online fund transfer has to be made by the vendor of INR equivalent amount in vendor respective country's currency (Swift code of the CA's Bank will be provided by the CAs on request).
- The Indian Embassy's documents are then needs to couriered to the respective CA.
- The CA issues the DSC along with e-token and sends the same to the vendor.
- Documents required to be submitted by a foreign vendor to Indian embassy fir obtaining Class 3 digital certificate on behalf of an Organization/Enterprise (Certified true copy from either Company secretary or a Director or Partner of the Organization) any one of the below mentioned documents is required:
 - Certificate of Incorporation
 - Memorandum and Articles of Association.
 - Registered Partnership Deed.
 - Valid Business License document
- Certified true copy of any one of the following
 - Annual report
 - Income tax return
 - Statement of Income
 - Bank details of the Organization
- Documents required with each digital certificate application (Both of the below mentioned documents are required in original)
 - Authorization letter in favor of the certificate applicant from the applicant's organization (Format to be downloaded from the concerned CA website). The authorizing person should be one rank higher in that orgaziation.
 - Latest color passport size photograph of the applicant
 - Copy visa, passport and international driving license (attested by the company stamp and signed by the applicant. Original will be returned after verification by Indian Embassy)

Generally it take maximum of 2 weeks for foreign supplier to obtain the DSC.

To obtain digital signature certificate you may contact following persons also for support:

1. Mr. Peter Raj / Mjunction, E-mail: peter.raj@mjunction.in Mobile: +91 99420 69052
2. Mr. P. Dhanaraj / Mjunction, E-mail: p.dhanaraj@mjunction.in Mobile: +91 9500199108
3. M-junction office: E-mail: eps.customercare@mjunction.in Tel: 033-6601 1717 (From 9:30am to 5:30pm)

Annexure – A:

1. QUOTATIONS:

- a. The bidder shall submit his response through bid submission to the tender on e-Procurement platform at <https://bheleps.buyjunction.in>. The bidder would be required to register on the e-procurement market place <https://bheleps.buyjunction.in> and submit their bids online on or before due date and time. Sealed cover bids / e-Mails / FAX / Manual offer will NOT be accepted.
- b. No charges shall be indicated as “Lumpsum” or in absolute value. All charges shall be in “percentage” of the quoted rates.
- d. If any sales tax is payable as extra to the quoted price should be specifically stated in quotations along with CST & TNGST no failing which the purchaser will not be liable for payment of sales tax. Our T.N.G.S.T. No. 3560005 Dtd.01.04.1995, CST No.239383 Dtd.11.06.1991.
- e. Manufacturer’s name trademark or patent no. if any should be specified. Illustrative leaflets giving technical particulars are required along with quotation wherever necessary.
- f. The Purchaser shall be under no obligation to accept the lowest or any other tender and shall be entitled to accept in Part or full without assigning any reason whatsoever.
- g. The bidder has to keep track of any changes by viewing the addendum / Corrigendum's issued by the Purchaser on time-to- time basis in the E-Procurement platform. The Company calling for tenders shall not be responsible for any claims/problems arising out of this.
- h. The user should complete all the processes and steps required for bid submission. The successful bid submission can be ascertained once acknowledgement is given by the system through bid submission number after completing all the processes and steps. BHEL and mjunction Services Ltd. will not be responsible for incomplete bid submission by users. Users may also note that the incomplete bids will not be saved by the system and are not available for the Purchaser for processing.
- i. Before uploading scanned documents if any, the bidders shall sign on all the statements, documents, certificates uploaded by him, owning responsibility for their correctness / authenticity.
- j. The tender will be finalized on “Two part bid basis”.

2. Payment Term (Indigenous): Payment term is 100% direct payment after 45 days from the date of receipt and acceptance of materials.

Any deviation in the above payment term will attract loading as mentioned below.

- “Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.”
- Offers of indigenous Suppliers with payment terms as LC / Advance Payment are liable for rejection.
- Payment through Bank is not preferred. In case of Payment through Bank is opted by Supplier, BHEL prefers documents submission through bank with copy of LR and door delivery of goods to stores with consignee copy attached. In this case Loading will be 3% on the offered value.

3. Payment Term (Imports):

BHEL Payment term is 100% payment on CAD basis after 45 days from the date of receipt of documents, specified in PO, at BHEL bank. Respective bank charges to respective account.

Any deviation in the above payment term will attract loading as mentioned below.

- Base rate of SBI (as applicable on the date of bid opening. Techno-commercial bid opening in case of two part bids) + 6% shall be considered for loading for the period of relaxation sought by bidders.
- In the case of Usance LCs the loading will be considered @ 1.5% on the offered Value.
- For LC at sight the loading will be considered @ 3.5% on the offered Value.
- CAD at sight, Confirmed LCs and Advance payment are liable for rejection.

4. Liquidated Damages / Penalty:

Liquidated damages shall be 0.5% of the total order value per week or part thereof subject to a maximum of 10% of the total order value. For staggered delivery schedule, LD shall be 0.5% of the undelivered portion per week of the delay or part thereof subject to a maximum of 10% of the total order value.

Any deviation from the above LD clause, loading will be applied to the extent to which it is not agreed by the bidder (at offered value).

- For indigenous supplier Incoterms: F.O.R.- BHEL Trichy Lorry way bill date will be considered for calculation of LD.
- For foreign supplier Incoterms: FOB/FCA/EX-WORKS, LD will be calculated from final inspection agency's sign date in calibration certificate or in the test certificate.

5. Risk purchase:

BHEL at its option will be entitled to terminate the contract and to purchase elsewhere at the risk and cost of the seller either the whole of the goods or any part which the supplier has failed to deliver or dispatch within the time stipulated as aforesaid or if the same were not available, the best and the nearest available substitute thereof. The supplier shall be liable for any loss which BHEL may sustain by reason of such risk purchases in addition to LD at the maximum rate mentioned in the LD clause above. Risk purchase acceptance should be given by the vendors without fail.

6. Delivery terms for Indigenous vendors: Offers shall be quoted on F.O.R Destination basis only (inclusive of packing, forwarding, freight and transit insurance charges to supplier account). Ex-works offer will be rejected.

7. Delivery Terms for Foreign vendors: Suppliers to quote rate in FOB loading airport basis. Name of international port should be mentioned in the offer along with gross weight of individual item to calculate air freight.

8. Validity: The offers shall be kept open for acceptance for 90 days from the date of Tender opening. Once the tenders are submitted, rates cannot be changed on any grounds within the validity period.

9. BHEL will consider the ranking after the loading is applied as referred above wherever deviations are observed.

10. Fixed price: Prices quoted by the bidder shall be fixed and not subject to any escalation whatsoever during the period of bid validity and execution of the Purchase Order. A bid submitted with an adjustable price will be liable for rejection. No Lump sum charges shall be quoted.

11. Bid currency:

- Indian bidders should submit the prices only in Indian Rupees.
- Foreign bidders may submit their bid in their preferred currency. For evaluation, Exchange rate (TT selling Rate of SBI) as on Techno-Commercial bid opening date shall be considered.

12. BHEL reserves the right to negotiate L1 rate or refloat the tender opened if L1 price is not the lowest acceptable price to them inter-alia other reasons.

13. Any other conditions which might have been quoted by the seller and are in contravention to the terms prescribed in the order and which have not been specifically accepted in by purchaser will not be applicable to the contract.

14. MODVAT Credit: If any Excise Duty is payable, the chapter head / Sub-head reference and the rate of the duty should be quoted. If the tender is availing MODVAT credit for this input material, the effect of Performa credit should be passed on the purchaser. Tenderer under 'MODVAT' shall be preferred.

15. Any dispute arising out of or in connection with this Agreement shall be finally settled by binding arbitration in accordance with the Arbitration and Conciliation Act, 1996 as may be amended from time to time. Executive Director / BHEL, Trichy – 620 012 or his authorized representative shall be the Sole Arbitrator and his decision shall be final and binding on both the parties. The place of arbitration shall be Tiruchirapalli, and the language shall be English. The courts at Tiruchirapalli shall have exclusive jurisdiction on any dispute arising out of or in connection with this Agreement, if intervention of court is warranted, subject to the arbitration provided above.

16. Special Provisions for Micro and Small Enterprises (MSE) bidders:

- 20% of the tendered quantity is earmarked for MSE suppliers in this tender. If L1 offer is from a Micro / Small enterprise, this provision is not applicable.
- Out of the 20% tendered quantity reserved for MSE suppliers, 4% shall be earmarked for procurement from MSE owned by SC / ST entrepreneurs. In the event of failure of such Micro and Small enterprises to participate in the tender process or meet the tender requirements and the L1 price, the 4% sub-target for procurement ear-marked MSE owned by SC / ST entrepreneurs shall be met with other MSE enterprise/s.
- In case MSE vendor participating in the tender quotes within the price band of L1 + 15%, they will be allowed to supply the portion of the requirement subject to acceptance of L1 price by MSE vendor. In case of more than one such MSE, the supply shall be shared proportionately.
- 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 in acknowledgement in EM II) or valid NSIC certificate or EM II certificate along with attested copy of a CA certificate (Format enclosed as per Annexure I where deemed validity of EM II certificate of five years have 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 bids at par with other bidders. SC/ST bidder should submit attested cast certificate from competent authority. No benefits shall be applicable for the enquiry if any deficiency in the above required documents is not submitted before the price bid opening. If the tender is to be submitted through e-procurement portal, then the above required documents are to be uploaded on the portal. Documents should be notarized or attested by a Gazetted officer. This provision for MSE will apply subject to the condition that the participating MSE meets the tender requirements.
- In case of any change in the MSE status of the bidder, it shall be the responsibility of the bidder to notify the change as a part of the bid document. If at a later date it comes to the knowledge of BHEL, that the change in the status has not been intimated by the bidder and the order is obtained under the premise of an MSE then BHEL would cancel the pending order against this tender and take necessary steps for suspension of the business dealing with the bidder as per the procurement policy of BHEL.
- In case after the bid opening it is seen that no MSE has become L1, then depending on the nature of the item, if it is not possible to split the tendered items / quantities on account of reasons like customer contract requirements of supplying one make for a given project or technical reasons like tendered items being a system, tendered quantity being low etc., then BHEL would not counter offer the L1 prices even though there may be MSE bidders within the +15% band of L1.
- If L1 is from a Micro/Small enterprise, the 20% earmarking provision is not applicable and 100% quantity will be ordered on respective L1 source.
- In the event of more than one vendor becoming L1 for any of the item, the enquiry quantity for the items will be shared equally among all the L1 vendors.

17. New vendors interested to register as a permanent supplier in the product material directory of BHEL are requested to submit ONLINE SUPPLIER REGISTRATION FORM.

Details are available in our web site address: <https://suppliers.bheltry.co.in>

18. Bidders participating in the tender should declare in their technical bid whether they have been black-listed / kept on hold / given Business holiday for a specified period by any Public Sector Undertaking or Government Departments. The reasons for such action with details and the current status of such hold shall be clearly furnished to BHEL. If no such details are mentioned in the offer, it will be construed that the bidder is not under any such hold. However, at a later date if it comes to the notice of BHEL about any such hold under enforcement, BHEL reserves the right to reject the offer at any point of time and also under any stage of the finalization of the tender. Such bidders will not be permitted to participate in the further tender proceedings and will be communicated suitably.

Checklist for the Enquiry

(To be filled, signed and submitted as attachment along with technical bid for evaluation and to consider for Price-Bid opening)

Description of the Item:	Supply of combination square set as per the tender.	
Enquiry Ref:	1901600184-28 DT 14.07.2016 – DUE DT. 29.07.2016	
Sl No.	Description	Vendor's confirmation
1	Technical: Supply shall be as per BHEL's specification.	
2	Firm Price: The quoted/Finalized rates shall be Firm till execution of the supplies.	
3	Delivery and Price Basis: <ul style="list-style-type: none"> Indigenous Vendor: Price should be quoted on FOR / BHEL Stores, Tiruchirapalli basis only (inclusive of freight and transit insurance). Ex-works offers will be rejected. 	
	Foreign vendors: <ul style="list-style-type: none"> Price should be quoted on FOB loading airport basis. Gross weight of the individual item should be separately mentioned in their offer. (All the above data are required to calculate landing cost of each item at BHEL Trichy. Because evaluation of offer will be done individual item wise only)	
4	Payment terms acceptance: <ul style="list-style-type: none"> Indigenous vendor: As per Clause 2 Annexure - A of Enquiry Terms & Conditions. 	
	<ul style="list-style-type: none"> Foreign vendor: As per Clause 3 Annexure - A of Enquiry Terms & Conditions. 	
5	Delivery: Bidder shall indicate the firm delivery period required for the delivery of the materials from the date of Purchase Order.	
6	Validity: Price Validity of your offer shall be minimum 90 days from the date of techno-commercial bid opening.	
7	Liquidated damages: As per Clause 4 Annexure - A of Enquiry Terms & Conditions	
8	Acceptance to Risk Purchase clause 5 Annexure - A of Enquiry Terms & Conditions	
9	Contact Person details Name: Mobile No: E-mail ID :	
10	Bidders have to confirm that whether they have been black-listed / kept on hold / given Business holiday for a specified period by any Public Sector Undertaking or Government Departments/any other units of BHEL (With reference to Cl. No .18 of Annexure – A).	

Date:

Signature with Seal of Bidder:

End of annexure B

ANNEXURE – I (Applicable on Indigenous Suppliers only)

Certificate by Chartered accountant on Chartered Accountant's letter head

This is to Certify that M/s
(hereinafter referred to as 'company') having its registered office at
..... is registered under MSMED Act 2006, (Entrepreneur Memorandum No
(Part-II dated:.....
Category:(Micro/Small) (Copy enclosed).

Further verified from the Books of Accounts that the investment of the company as per the latest audited financial year as per MSMED Act 2006 is as follows:

1. For Manufacturing Enterprises: Investment in plant and machinery (i.e. original cost excluding land and building and the items specified by the Ministry of Small Scale Industries vide its notification No.S.O 1722 (E) dated October 5, 2006.

Rs.Lacs

2. For Service Enterprises: Investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered or as may be notified under the MSMED Act, 2006:

Rs.Lacs

(Strike off whichever is not applicable)

The above investment of Rs.....Lacs is within permissible limit of Rs.....Lacs forMicro/Small (Strike off which is not applicable) Category under MSMED Act 2006.

or

The company has been graduated from its original category (Micro/Small) (Strike off which is not applicable) and the date of graduation of such enterprise from its original category is(dd/mm/yyyy) which is within the period of 3 years from the date of graduation of such enterprise from its original category as notified vide S.O. No. 3322 (E) dated 01.11.2013 published in the gazette notification dated 04.11.2013 by ministry of MSME.

Date:

(Signature)

Name:

Membership number:

Seal of Chartered Accountant:

End of Annexure I