



**BHARAT HEAVY ELECTRICALS LIMITED**  
**(A Government of India Undertaking)**  
**P.O. BHEL Jhansi-284129**

Informatics

**TENDER DOCUMENT**  
**For**

**Annual Maintenance of PCs & Periferals and UPS**

Tender Enquiry No.  
BHEL/JHS/IT/AMC/15-16/01

Date-08/12/15

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I/ we agree with the above  
Signature of Contractor with Seal

Executive In charge

Total ..... pages

**Tender Documents**

**BHEL JHANSI**

**TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01**

**DATE: 08/12/15**

**DETAIL OF TENDER DOCUMENT**

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**NATURE OF WORK: Annual Maintenance of PCs & Periferals and UPS**

1. BHEL JHANSI is in the process of finalizing the Contract for:

**“Annual Maintenance of PCs & Periferals and UPS”**

2. The tender document has been detailed as follows:

- a) Notice Inviting Tender (Annexure A)
- b) Work Specifications (Annexure B)
- c) Qualifying Requirements (Annexure C)
- d) Instruction to Tenderers (Annexure D)
- e) Tender Evaluation Criteria (Annexure E)
- f) Contractor’s obligations (Annexure F)
- g) Other General Terms and Conditions (Annexure G)
- h) Technical Bid Application (Annexure H)
- i) Price Bid (Annexure I)
- j) Third Party Non-Discosure Agreement (Annexure J)
- k) Assets details (Annexure K)

The duly filled in Technical and Price /Rate bids (Annexure **H and I, separately**) along with the instructions to the tenderers, Contractor’s obligations, General Terms and Conditions

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with the signature of the bidder on all the pages and complete in all respects super scribed as “Quotation for Tender No.: BHEL/JHS/IT/AMC/15-16/01 Dated: 08/12/15 and this should reach us in a sealed cover on or before 05/01/16 through Registered / Speed Post or in the tender box available at following address :-

CISF Control Room/Office  
Administrative Building  
BHEL  
Jhansi-284129

NOTE: Dropping of tender in the tender box within schedule time and date is the responsibility of the bidder.

3. TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPES, IN CASE THE BIDS FOUNDS IN ONE SINGLE ENVELOPE THEN THE “BIDS” ARE LIABLE TO BE REJECTED.

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**BHEL JHANSI****Tender Document**

TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01

DATE: 08/12/15

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Annexure-‘A’

**BHEL JHANSI****Tender Documents****NOTICE INVITING TENDER****TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01****DATE: 08/12/15**

1. SCOPE OF WORK : Annul Maintenance of PCs & Periferals and UPS
2. Tender Evaluation Criteria : As Per Annexure –E
3. Duration of the Contract : One year from the date of the award of the contract
4. Other specific requirements : Labor law and Govt. Rules to be followed.

5 Last date of receipt of the Tender: 05/01/16, 13:15

6. Date of opening of Techno : 05/01/16, 14:00  
Commercial Bid

7. Address for receipt/issue : Sr. Dy General Manager (IT)  
of tender Documents CISF Control Room/Office  
Administrative Building  
BHEL, Jhansi-284129

8. **EARNEST MOMENT DEPOSIT (EMD)** : Rs20,000 (Twenty thousands)

Payable in the form of Demand Draft/Banker’s Cheque in favour of BHEL, Jhansi and copy of receipt may be enclosed along with tender

OR

One time EMD of Rs.2,00,000 (Rs two lacs) can also be deposited in above form and copy of receipt may be enclosed along with tender form.

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In case of successful bidder, EMD can be converted and adjusted against the security deposit.

In case of others, the EMD shall be returned within 15 days of acceptance of award of work by the successful bidder.

#### 9. COST OF TENDER DOCUMENT

: Rs 200/- + [VAT@14.5%](#) = Rs 229/-

(Payable through a Separate Demand Draft in favour of “BHEL, Jhansi” along with technical bid, in case the documents downloaded from website) + Cash

#### 10. SECURITY DEPOSIT

1.1. Depending on value of contract awarded the amount of Performance Security Deposit shall be as following:

Upto Rs 10 Lakhs	10%
Above Rs 10 Lakhs & upto Rs 50 Lakhs	Rs.1.0 Lakh + 7.5% of the amount exceeding Rs 10 Lakhs

1.2. The bidder shall submit the ‘Performance Security Deposit’ before start of work by the contractor in any one of the following forms:-

- Cash (as permissible under the Income tax Act)
- Pay Order, Demand Draft drawn in favor of M/s “Bharat Heavy Electricals Limited, JHANSI” valid for the period as aforesaid.
- Local Cheque of scheduled banks, subject to realization.
- Securities available from Post Offices such as NSC, Kisan Vikas Patras etc. (Certificates to be held in the name of bidder furnishing the security and duly pledged in favor of BHEL and discharged on the back)
- Bank Guarantee from scheduled Banks/Public Financial Institutions as defined in Companies Act. The Bank Guarantee format should have the approval of BHEL.
- Fixed Deposit Receipt (FDR) issued by Scheduled Banks/Public Financial Institutions as defined in Company’s Act. The FDR should be in the name of bidder; A/C BHEL JHANSI duly discharged on the back.

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- g) The PSD can also be recovered at the rate of 10% from running bills. However in such cases at least 50% of the PSD should be deposited before the start of work and balance 50% may be recovered from running bills.
- h) All deposits in the form of bank instruments shall be caused to be submitted preferably through the issuing bank only and deposited with the Finance Deptt. of BHEL under receipt in duplicate.
- i) EMD of the successful tenderer can be converted and adjusted against the security deposit.
- j) The Performance Security Deposit shall not carry any interest.

1.3. Stamp duty applicable as per Indian Stamp Act 1899 is as follows:-

Sl	Performance Security Deposit	Stamp Duty Applicable
1.	Pay Order, Demand Draft, Local Cheque of scheduled banks	Rs 125/- per Rs.1000
2.	Securities available from Post Offices such as NSC, Kisan Vikas Patras etc and Fixed Deposit Receipt (FDR) issued by Scheduled Banks/Public Financial Institutions	Rs 70/- per Rs.1000
3.	Bank Guarantee from scheduled Banks/Public Financial Institutions	Rs.5/- per Rs.1000 limited to Rs.10,000/-

**NOTE :**

1. THE BIDDERS MAY PHYSICALLY VISIT THE WORK PLACE BEFORE QUOTING THEIR RATES IF REQUIRED.
2. FOR RELEVANT DETAILS PLEASE VISIT OUR WEBSITE “www.bhel.com” & “www.bheljhs.co.in”

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**Annexure-‘B’****BHEL JHANSI****Tender Documents****TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01****DATE: 08/12/15****WORK SPECIFICATIONS**

The total number of items with detailed specifications mentioned in (Annexure K) will be covered under Annual maintenance contract. The quantity given in Annexure K is on indicative basis.

All the assets under scope of work will be available in the premises of BHEL, Jhansi.

These assets have been purchased in the year 2010 (except printers HP 2015dn & HP 3005 purchased in the year 2007).

**Scope of Work:**

- 1) One no. of Resident Engineer has to be deputed at the work place (BHEL Jhansi Unit Premises) for 1 year from the date of start of contract and all the BHEL rules and code of conduct will be applied over him.

He must be technically strong in hardware knowledge (experience of 2years in the field of IT maintenance) or have any IT hardware certification course.

- 2) Maintenance and upkeep of hardware and software parts of Items (as listed in annexure K) has to be done by the Resident Engineer provided by the party in the BHEL Jhansi Premises in case of fault or any issues with the items. However the OS and other software will be provided by the BHEL.
  - 3) PCs/Workstations in the item list (Annexure K) covers all the PCs/workstations parts, keyboard and mouse.
  - 4) In case of printers & scanners, cartridges and toners will be provided by us.
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- 5) In case of UPS batteries are not covered under contract. It will be provided by the BHEL as and when required.
  - 6) In case of any faulty parts, replacement of parts should be of same make and model or of upgraded/higher version and its expense to be bear by the party and not by BHEL JHANSI.
  - 7) A survey has to be conducted by party for physical status of items before start of contract. Survey of site & items may also be done before tender submission but only after 2days prior information to BHEL Authority.
  - 8) The contract may be extended for further one year as per the performance of vendor in execution of contract.

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## Annexure-‘C’

BHEL JHANSI

Tender Documents

TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01

DATE: 08/12/15

QUALIFYING REQUIREMENTS**QUALIFYING REQUIREMENTS**

1. Should have PAN/TAN number.
2. Should have Service Tax number (PAN based).
3. **Self** certificate that he is not blacklisted/banned/delisted on the date of tender.
4. Should have VAT/TIN No. if material is supplied/consumed.
5. **Self** Declaration that he is not blacklisted/under hold from BHEL Jhansi or banned by any unit/region/office of BHEL
6. **Self** Declaration that he should not be guilty by a Court of Law in India for any offence involving fraud, dishonesty and moral turpitude.
7. Documentary proof in support of above eligibility criteria alongwith EMD shall be submitted alongwith Techno Commercial Bid at Annexure I.
8. i) **Average Annual financial** turnover during the last 3 years, ending 31<sup>st</sup> March of the previous year, should be at least 2.7Lakhs.  
Duly audited Financial Statement/ Balance sheet / **Certificate from CA to be submitted as a supporting document.**

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- ii) **Experience** of having successfully completed similar works (works related to IT Hardware Maintenance) during last 10 years ending last day of month previous to the one in which applications are invited should be either of the following:-
- a. Three similar completed works (works related to IT Hardware Maintenance) each costing not less than the amount equal to Rs. 3,60,000/-.  
Or
  - b. Two similar completed works (works related to IT Hardware Maintenance) each costing not less than the amount equal to Rs.4,50,000/-.  
Or
  - c. One similar completed work (works related to IT Hardware Maintenance) each costing not less than the amount equal to Rs. 7,20,000/-.

Documentary proof in support of above eligibility criteria along with EMD shall be submitted along with Techno Commercial Bid at Annexure H&I.  
In case of experience in Private Sector relevant TDS Certificate must be attached as evidence.

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**Annexure-‘D’****BHEL JHANSI****Tender Documents****TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01****DATE: 08/12/15****INSTRUCTION TO BIDDER**

1. Above tender is two bid System (Technical /Commercial Bid & Price / Rate bid)

The tender is to be processed in two parts viz. 1) Technical and Commercial bid 2) and price/rate bid. The technical bid Application (Annexure – H) and its enclosures (along with the Contractor’s Obligations, General Terms & Conditions and copies of qualifying requirements ) must be submitted in one sealed envelope super scribed as “Tender for Annual Maintenance of PCs & Periferals and UPS”.

“**TECHNO-COMMERCIAL BID**”. EMD/ Cost of tender documents or Documents required as per qualifying requirements must be enclosed.

The second envelope duly sealed should contain the price bid (Annexure-I) only super scribed as “**Maintenance of PCs & Periferals and UPS in BHEL Jhansi.** “. Any other enclosures, which the bidder wishes to submit, must be enclosed with the Technical bid only. The price bid envelope should contain the rates only. Offer not in line with the above procedure or quoted in any other format is liable to be rejected /by passed.

1. Both the technical bid and price bid sealed envelope must be again sent in a single envelope duly sealed and super scribed as “**Annual Maintenance of PCs & Periferals and UPS in BHEL Jhansi**” Tender no: BHEL/JHS/IT/AMC/15-16/01, due date of opening. The same should be dropped in the tender box kept in the **CISF gate of Administrative Building ,BHEL, Khailar, Jhansi , within the specified date and time by the representative of bidder.**
2. All bidders can witness the opening of the Technical Bid. After evaluation of the Technical Bid which may involve visit to the bidder’s / clients place by authorized officials, price bids of only those bidders who are technically found suitable will be opened on a subsequent date which will be informed to the concerned whose technical bid has been accepted , in advance for witnessing the Price Bid opening.

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3. All entries in the tender documents should be in one ink, corrections, over writing, cuttings etc. will not be permitted. All the columns in the tender form should be filled without leaving blank in any page of the tender and all the pages must be duly signed & stamped by the bidder before submission.
  4. The price / rate should be quoted in figure as well as in words. Price quoted shall be inclusive of all taxes & duties, all statutory requirement/ liabilities like PF/ESI/Bonus/Min. wages etc. However Service Tax shall be payable extra as applicable.
  5. The contract shall commence on the date as applicable against the contract and shall be valid as for one year. The contract can be extended on mutually agreed terms & conditions.

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**Annexure-‘E’**

**BHEL JHANSI**

**Tender Documents**

**TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01**

**DATE: 08/12/15**

**TENDER EVALUATION CRITERIA**

The Evaluation of the tender will be carried out as follows:

1. The bidders meeting qualifying requirements as given in Annexure ‘C’ shall be evaluated and assess the performance.
2. Successful technically qualified bidders after the process only will be invited for opening of the rate/price bid.
3. The contractor shall be awarded the work on over all L-1 basis i.e. the grand total of amount for all items as detailed in price bid format (Annexure J).

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## Annexure-‘F’

BHEL JHANSI

Tender Documents

TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01

DATE: 08/12/15

CONTRACTORS OBLIGATIONSA) CONTRACTUALTowards selection, control and supervision of employees

- a) Contractor **shall supervise the work** allotted to him and to be carried out by his deputed resident engineer.
- b) Contractor to ensure that the employees sent in the premises of BHEL **are physically and mentally fit and do not have any criminal record**. Such employees should **possess requisite skill, proficiency, qualification, experience etc.**
- e) Contractor will ensure that the **job is executed through his employees** on his rolls and under no circumstances the contractor will deploy any casual employee to carry out the job **nor shall sub-contract the job without prior written permission**.
- f) Contractor **will be liable for any pilferage / loss to BHEL** due to acts of omission and commission by his employees.
- h) Contractor to ensure that **all precautions are taken for safety** of his employees and equipments.

B) Towards supply of tools, tackles and materials

- a) BHEL will provide *consumables for Printers & Scanners (i.e. cartridges and toners only)*. Contractor will bring their own equipment & tools required for servicing.

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- b) Contractor shall provide shoe, helmet, and personal protective equipment & maintain the same at their own cost.
  - c) Contractor shall ensure that his workers wear required safety appliances, apparels / equipments inside factory.

**C) Towards statutory liability**

- a) As mentioned in the terms and conditions enclosed as Annexure 'G' of this contract.
- b) Contractor shall indemnify BHEL against all claims by statutory authorities and losses under various Labour Laws, statutes or any civil or criminal law in connection with employees deployed by him.

**D) Towards Finance**

**Contractor to arrange his own finance for carrying out the job. Rates to be as per price bid**

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**Annexure-‘G’****BHEL JHANSI****Tender Documents****TENDER ENQUIRY NO: BHEL/JHS/IT/AMC/15-16/01****DATE: 08/12/15****GENERAL TERMS & CONDITION FOR CONTRACTORS UNDER SERVICE/ WORKS CONTRACT.**

Service contract shall be awarded for the works on the following terms and conditions.

**1.0 BASIC REQUIREMENTS:-**

- 1.1. The Annual Maintenance Contract shall commence on the next date after placement of Work Order and on submission of stamp duty.
- 1.2. The contractor will not allow any third party or unauthorized service provider for maintenance or repair.
- 1.3. The contractor shall provide comprehensive on-site maintenance of the equipment including repair/ replacement of the parts of the items (mentioned in annexure K) with no extra cost charged on BHEL.
- 1.4. Stamp Duty: Contractor should deposit stamp duty, **before start of the contract**, on security deposit as per Stamp Duty Act.

**2.0 ENTRY IN FACTORY PREMISES:**

The service engineer/ authorized service provider should have to carry the photo ID proof.

**3.0 Discipline**

- 3.1 The Contractor shall be responsible for the discipline of his own employee deployed under the service contract. In case of any loss to the BHEL Jhansi on account of indiscipline of contract employee then such loss shall be assessed and recovered from the running bills of the contractor or from the security deposit.

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- 3.2 The contractor shall not employ any person who has not completed his 18 years of age and person who has attained 60 years of age.
- 3.3 The contractor, on advice of authorized BHEL official, shall immediately remove any person employed by him, who may in the opinion of such authorized BHEL official is involved in misconduct. Such person shall not be re-employed by the contractor without prior permission.

#### **4.0 INDEMNITY BOND/COMPLIANCE OF LEGAL PROVISION**

- 4.1 That BHEL-Jhansi will not, in any manner be responsible for any act, omission or commission of the workers engaged by contractor and no claim in this respect will lie against BHEL-Jhansi. If any such claim is made against BHEL-Jhansi by any worker or his heirs engaged/employed by the contractor, which BHEL-Jhansi is obliged to discharge by virtue of any statute or any provision of law and rules due to mere fact of the workers of the contractor working at BHEL- Jhansi premises or otherwise, the contractor will be liable to indemnify/reimburse BHEL-Jhansi all the money paid in addition to the expenses incurred by him. The contractor must indemnify and keep indemnified BHEL-Jhansi against all losses and claims for injuries or damage to any person or property whatsoever which may arise of or in course of the operation of the contract and against all claims, demands, proceedings, damages, cost, charges and expenses whatsoever in respect of contingencies depicted herein shall be deemed as expected risk.
- 4.2 The Contractor has to make an agreement with BHEL in the format prescribed on Rs. 100/- Non-Judicial Stamp Paper.

#### **5.0 OTHER GENERAL TERMS AND CONDITIONS :-**

##### **5.1 Legal compliance**

The contractor will comply with all the provisions regarding licensing, welfare and health, procedures, maintenance of various records and registers etc., as provided under the contract Labour (Regulation & abolition) Act 1970, rules amendments, orders, notifications there under issued by the Appropriate Government from time to time. For non-compliance of any provisions, statutory compliance under law, the contractor shall be responsible for penalties levied by the appropriate authority under the Act. The contractor shall also be liable to comply with all other Labour and Industrial Laws and such other acts and Statutes (including Factories Act, Payment of Bonus Act, minimum

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wages Act, etc.,). Depositing of ESI, PF contribution as may be applicable is the responsibility of the contractor. For any default in compliance, the contractor shall be held responsible.

- 5.2 The work shall be supervised by the contractor or through the authorized representatives on day to day basis.
- 5.3 The Contractor shall compensate BHEL for any loss or damage to the plant/property, material of BHEL due to his workmen/representatives' negligence or otherwise during execution of work.
- 5.4 In the event of contractor abandoning the work or BHEL revoking the contract BHEL shall have a right to get incomplete work completed at contractor's risk and cost. BHEL shall have a right to terminate the contract at any time without assigning any reason thereof.
- 5.5 Security deposit will be released on successful completion of tenure of annual maintenance contract on submission of No-dues certificate regarding service tax payment.  
In case of non satisfactory performance of the contract, BHEL shall have a right of forfeiting the security deposit. In case of any dispute decision of concerned Head of the Department will be final.

**6.0 SETTLEMENT OF DISPUTE/JURISDICTION/ARBITRATION ETC. :-**

BHEL Reserve the following rights:-

To evaluate the bid as per BHEL policy and Govt. guidelines including CVC / Vigilance guidelines by the tender committee duly constituted by BHEL Management. The decision of BHEL, Jhansi Management or Tender committee duly approved by competent authority shall be final and binding to bidder.

Accept / Reject any or all tender fully or partly without valid reasons.

**6.1 CONFIDENTIALITY**

The parties agree & acknowledge that in the course of their discussions and interaction, BHEL may disclose information of confidential proprietary nature relating to its business, products, know-how, technology, customers, employees and financial to the contractor. Such information shall be considered as confidential. The contract agrees to keep it confidential & secret at all times and not directly or indirectly disclose to any party other than its employees and authorised personnel's strictly on a need know basis, without the prior written permission of BHEL.

**6.2 SUSPENSION**

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BHEL reserves the right to suspend performance of any or all of its obligations under the contract. Such notice shall specify the obligation of which performance is to be suspended, the effective date of the suspension and the reasons therefore. The Contractor shall thereupon suspend performance of such obligations until ordered in writing to resume such performance by the same authority that ordered for suspension.

### 6.3 **Risk & Cost**

If the Contractor fails to perform/execute the work within time or fail to perform as per the specification prescribed in tender or acted in violation to prescribed terms and conditions, BHEL-Jhansi shall be entitled to terminate the Contract and take recourse to alternate source to get the work done at the risk and cost of the Contractor. In such case Contractor shall make good the loss to BHEL. BHEL shall be entitled to recover the difference in cost, if any incurred by BHEL due to getting the work done from alternate source. However, in such case Contractor shall not be entitled for any gain.

### 6.4 **JURISDICTION**

Any matter of dispute arising out of or in connection with this contract shall be under jurisdiction of Jhansi Court only.

### 6.5 **ARBITRATION**

All disputes arising in connection with the contract shall be settled by mutual consultation. If no agreement is reached the dispute shall be settled in accordance with Arbitration and conciliation Act, 1996 and the rules made there under. The dispute shall be referred for arbitration to any arbitrator to be appointed by the Head of the unit.

The award of the arbitrator shall be final and binding on both the parties. The venue of the Arbitration shall be at Jhansi in India. The Award to be given by the Arbitration shall be a speaking award. All questions, disputes, differences arising under, out of or in connection with this contract shall be to the exclusive jurisdiction of Jhansi court.

7. **Payment condition:** Rental invoice must be raise at the end of each quarter by the contractor. An uptime report certificate duly signed by authorized personnel of IT deptt., BHEL, Jhansi has to be submitted by contractor along with the invoice.

Finance department shall, on satisfactory compliance, and after deduction on account of Security deposit amount and TDS will make payment to the contractor.

### 8. **Calculation of deduction of downtime:**

The uptime of the assets (mentioned in Annexure K) must be 95% or above per month. The support level of the assets (as per annexure K) shall be (8X6) hours weekly.

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On late response or late service delivery:

In case the asset is down, the response time must be within 16 working hours and the resolution time must be within 32 working hours after logging of complaint.

If the equipment is down for more than above stipulated time then the deduction for downtime shall be as follows:

Downtime percentage	deduction factor
0-5 %	0
5-8 %	1
8-13 %	1.25
Above 13 %	1.50

Working calculation for deduction

Let downtime in a month	= A hours
Downtime percentage	= $[Ax100/(8x30)]=B$
Deduction factor according to the table	= D
Monthly equipment maintenance charges	= $[\text{equipment quarterly maintenance charges}/3]=M$
Amount of Deduction	= $MxBxD/100$ Rupees

The Amount of Deduction shall be deducted from the rental payable for relevant or subsequent quarter.

The BHEL, Jhansi shall be sole judge for calculating the amount of deduction.

N.B. - CONTRACTOR MUST HAVE TO SUBMIT THE UPTIME REPORT WITH SIGN AND SEAL OF CONCERNED AUTHORITY OF BHEL AT THE END OF EVERY QUARTER OF THE YEAR ALONG WITH THE INVOICE OF RESPECTIVE QUARTER.

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Annexure'H'

**PERFORMA FOR SUBMITTING TECHNICAL BID FOR 'Annual Maintenance of PCs & Periferals and UPS'**

1. Name of the firm : \_\_\_\_\_
2. Name of the Proprietor : \_\_\_\_\_
3. Address and Contact Numbers : \_\_\_\_\_
4. Registration Number : \_\_\_\_\_  
Copy of the Certificate : Enclosed / Not Enclosed
5. (1) PAN/TAN Number : \_\_\_\_\_  
(2) Income Tax return last 3 yrs. : Enclosed / Not Enclosed
6. Service Tax Number (PAN Based) : \_\_\_\_\_
7. Earnest Money Deposit : Rs. \_\_\_\_\_  
a) D.D. Number & Date : \_\_\_\_\_ Date \_\_\_\_\_  
b) Drawn on (Bank) : \_\_\_\_\_
8. Any other relevant information : \_\_\_\_\_
9. Tender Cost : Rs. \_\_\_\_\_  
D.D.No. : \_\_\_\_\_
10. Validity of offer : 90 days from the date of tender Opening.
11. Blank Price bid format : Enclosed/Not Enclosed

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12. Experience document : Enclosed/Not Enclosed

**We will fulfill all the obligations of the contractor and abide by the Terms & Conditions mentioned in the enquiry.**

Date:

Signature with Name  
& Office Seal

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**Price Format**

Format for Submitting the Price details For Maintenance of PCs, Printers and Workstations lease for a period of 1 year at BHEL, Jhansi.

Item No.	Item Description	Item Qty.	Unit rate/year(excl tax)
1.	PC-Make HCL INFINITI CPU IC2D E7500 2 93GHz 1066M 3MB I6EXO 2GB DDR1000 PC2-6400 UNOUrF NON ECC-B 160GB 7200RPM SAT A/300 3.S-" HOD 22X INT SAT/I DVD WRITER BLACK	125	
2.	DELL PRECISION T1500 WORKSTATION	50	
3.	HP Designjet T 770	2	
4.	WEP LQ5235 DMP	5	
5.	HP LaserJet Multi Function Printer (HPLJ M1522N MFP)	8	
6.	HP LASER JET P2055DN Mono Low End	15	
7.	HP LASER JET P1008	15	
8.	HP LASER JET P3015	15	
9.	HP OFFICE JET PRO 8000	15	
10.	HP LASER JET P2015 DN	20	
11.	HP LASER JET P3005	7	
12.	FUJITSU HI SCANNER ( FI-4340C)	2	
13.	HP Scanjet N 8420 Flatbed document scanner	2	
14.	Emerson 1kva ups(without battery)	200	
15.	Emerson ITON 3000 LMT 2kva ups(without battery)	5	
16.	Emerson 2x10kva ups(without battery)	1	
17.	Resident Engineer	1	

Applicable Tax Name: ----- = ( -----% )percentage

NOTE: TECHNICAL BID AND PRICE BID SHOULD BE SUBMITTED IN SEPARATE SEALED ENVELOPS. IN CASE THE BIDS ARE FOUND IN ONE SINGAL ENVELOPE THEN THE "BIDS" ARE LIABLE TO BE REJECTED.

I/ we agree with the above  
Signature of Contractor with Seal

Executive In charge

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**Annexure-‘J’**

**THIRD PARTY NON-DISCLOSURE AGREEMENT**

I, \_\_\_\_\_, on behalf of the \_\_\_\_\_ (Name of Company), acknowledge that the information received or generated, directly or indirectly, while working with BHEL on contract is confidential and that the nature of the business of the BHEL is such that the following conditions are reasonable, and therefore:

I, or any other personnel employed or engaged by our company agree as follows to maintain confidentiality & integrity of the information handled, generated & agree not to disclose, directly or indirectly, any information related to the BHEL. Without restricting the generality of the foregoing, it is agreed that we will not disclose such information consisting but not necessarily limited to:

- 1) Technical information: Methods, drawings, processes, formulae, compositions, systems, techniques, inventions, computer programs/data/configuration and research projects.
- 2) Business information: Customer lists, project schedules, pricing data, estimates, financial or marketing data

We will also keep the availability of the equipments and supplied as per the contractual agreement in PO. On conclusion of contract, I, or any other personnel employed or engaged by our company shall return to BHEL all documents and property of BHEL, including but not necessarily limited to: drawings, blueprints, reports, manuals, computer programs/data/configuration, and all other materials and all copies thereof relating in any way to BHEL's business, or in any way obtained by me during the course of contract. I further agree that I, or any others employed or engaged by our company shall not retain copies, notes or abstracts of the foregoing.

This obligation of confidentiality shall continue after the conclusion of the contract also.

I acknowledge that the aforesaid restrictions are necessary and fundamental to the business of the BHEL, and are reasonable given the nature of the business carried on by the BHEL. I agree that this agreement shall be governed by and construed in accordance with the laws of country. I understand that any violation of this agreement may invite action from BHEL.

I enter into this agreement totally voluntarily, with full knowledge of its meaning, and without duress.

Dated at \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Name

Company

Signature

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**I/ we agree with the above  
Signature of Contractor with Seal**

**Executive In charge**

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**‘Annexure: K’**

**List of Items for annual maintenance contract -2015-16 at BHEL Jhansi Unit**

Sr. No.	Items Description	Qty.
1	PC-Make HCL INFINITI CPU IC2D E7500 2 93GHz 1066M 3MB I6EXO 2GB DDR11000 PC2-6400 UNOUrF NON ECC-B 160GB 7200RPM SAT A/300 3.S-" HOD 22X INT SAT/I DVD WRITER BLACK	125
2	DELL PRECISION T1500 WORKSTATION	50
3	HP Designjet T 770	2
4	WEP LQ5235 DMP	5
5	HP LaserJet Multi Function Printer (HPLJ M1522N MFP)	8
6	HP LASER JET P2055DN Mono Low End	15
7	HP LASER JET P1008	15
8	HP LASER JET P3015	15
9	HP OFFICE JET PRO 8000	15
10	HP LASER JET P2015 DN	20
11	HP LASER JET P3005	7
12	FUJITSU HI SCANNER ( FI-4340C)	2
13	HP Scanjet N 8420 Flatbed document scanner	2
14	Emerson 1kva ups(without battery)	200
15	Emerson ITON 3000 LMT 2kva ups(without battery)	5
16	Emerson 2x10kva ups(without battery)	1
17	Resident Engineer	1

Note: 1) The quantities of individual items may vary as per the actual items in running condition before start of contract.

2) The total cost value will be calculated on actual quantities of individual items.

3) A survey has to be conducted by party for physical status of items before start of contract. If party want survey at tendering stage before tender submission may also perform the survey only after 2days prior information.

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**I/ we agree with the above  
Signature of Contractor with Seal**

**Executive In charge**