

**TENDER DOCUMENT FOR SUPPLY OF 100% WOOLEN SWEATERS**

Bharat Heavy Electricals Limited, Industrial Systems Group ( ISG ), Malleswaram, Bengaluru requires good quality Wool mark Sweaters for its employees from Manufacturers or wholesale distributors or dealers on Institutional Sales basis.

**SPECIFICATIONS AND METHOD OF SELECTION OF SAMPLE**

1 **Brief Specifications of Sweater:**

100% Woolen Sweaters of good quality with woolmark, V neck and full sleeves for Gents and front open type for ladies. Besides, BHEL logo / Eight Letters Text of embroidery to be stitched on the front chest area of the Sweater .

1.1 Sweater sample of the above variety is available in BHEL, ISG, HRM Department The Office is situated Opposite to Indian Institute of Science, Malleshwaram, Bengaluru-560012. The Tenderers may see the sample for reference of quality , during all working days from Monday to Friday between 10.00AM and 3.00 PM and on Saturdays between 10.00 AM and 12.00 Noon, before submitting the quotation.

2 This tender is a two part tender consisting of (1) **Techno Commercial tender** (Part A) and (2) **Price bid tender** (Part B)

3 The quantity required will be approximately 410 Nos. for both gents (356 Nos.) and ladies (54 Nos.) type together. The quantity may vary  $\pm 10\%$ .


4 The upper limit of the cost of Woolen Sweaters with BHEL logo / Eight Letters Text is Rs. 1250/- (Rupees one thousand two hundred and fifty only) inclusive of all taxes, packing and delivery. In other words, the net price should not be above Rs.1250/- per sweater

**How to submit the tender**

5 **Techno Commercial Bid ie. Un-priced bid (Part A)**

The Techno-commercial bid shall contain complete description of specification of the Sweaters written on Letter-head of the Tenderer. Samples should be submitted along with Techno-commercial bid. The Tenderer may submit more than one sample. The samples may be given in available colours to enable BHEL to decide the colour before placement of order. **The Offers submitted without samples shall be rejected.**

SIGNATURE OF BHEL REPRESENTATIVE WITH SEAL

  
जे. जाँण अंबुरोस  
वरिष्ठ प्रबंधक/मा.स.प्र.  
J. JOHN AMBROSE, SR. MANAGER/HRM  
BHEL-ISG, IISc Post, BANGALORE-12

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- 5.1 The 'Techno-Commercial Bid (Part A) Format' as per enclosed Annexure-I should be filled and submitted.
- 5.2 The Techno-Commercial bid shall also contain a letter stating that the Quote is within the upper price limit. The quoted amount need not be mentioned in the Letter. We only want to ensure that your quote within our budget. The Sweater description on Letter Head, the Annexure-I ( Techno Commercial bid Format ) and the above said letter ( totally three things ) should be put in a single cover superscribing "Techno-Commercial bid" mentioning the Enquiry No. and due date of tender.
- 6 The Price bid indicating the Price (all inclusive) of the Sweater should be put in a separate Price bid cover and the price bid cover should be super scribed "Price Bid" mentioning the Enquiry No and due date of the tender.
- 6.1 Both the **Techno-Commercial Bid (Part A) cover** and the **Price Bid cover (Part B)** should be **put into another cover** super scribing "Techno-commercial Bid and Price Bid" mentioning Enquiry No. and due date of the tender.

The Quotations should be either dropped in the tender box kept at the Main Reception of BHEL/ISG, situated Opp. IISc, Malleshwaram, Bengaluru-560012 or may be sent by Post/Courier to the following address so as to reach before the due date ie. **14.03.2016**

Shri Vijay Jain  
AGM /MM  
BHEL/ISG, Post Box No.1209  
Opp. IISc, Malleshwaram  
BENGALURU-560012

Smt. A Regina Mary  
Sr. Manager / MM  
BHEL/ISG, Post Box No.1209  
Opp. IISc, Malleshwaram  
BENGALURU-560012

The samples of sweaters should be simultaneously either handed over or may be sent by Post/Courier to any of the following personnel :

Shri J. John Ambrose,  
Sr. Manager(HR)  
HRM Dept, BHEL/ISG,  
Post Box No.1209  
Opp. IISc, Malleshwaram  
BENGALURU-560012

Shri Vijay Jain  
AGM(MM)  
BHEL/ISG,  
Post Box No.1209  
Opp. IISc, Malleshwaram  
BENGALURU-560012

SIGNATURE OF BHEL REPRESENTATIVE WITH SEAL

20/02/2016  
जे. जी. अंब्रोस  
वरिष्ठ प्रबंधक/भा.स.प्र.  
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BHEL-ISG, IISc Post, BANGALORE-12

7 **Method for selection of sample:**

The sample will be seen by a "Committee of Employees" with regard to the quality, specification etc. If the sample is accepted by the "Committee of Employees" then the sample will be qualified as "**approved sample**".

7.1 Only if sample is approved then only price bid will be opened. If the sample is rejected, the tender will not qualify for further processing. In other words, the Technical Offer will be rejected.

7.2 If sample is approved by the "Committee of Employees" the Tenderer will be intimated to participate in the price bid opening.

**In any case, the decision of the "Committee of Employees" with regard to accepting the sample is final.**

8 Out of the approved samples, the Bidder of lowest cost sample will qualify for Order.

**GENERAL TERMS AND CONDITIONS**

01 First and foremost, the supply should be as per "**approved sample**" in terms of quality and colour.


02 The supply should be made to BHEL-ISG works, Bengaluru on door-to-door basis and the cost of sweaters should be inclusive of all taxes, packing, BHEL logo / Eight Letter Text of embroidery and delivery charges.

03 The supply should be made within 8 weeks from the date of PO, otherwise penalty@ ½% of the value of goods in arrears per week subject to max of 10% of order value will be levied.

04 **Terms of payment**

4.1 No advance payment will be made.

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4.2 100% within 15 days from the date of receipt of sweaters.

5 The packing of sweaters should be done individually and put in a cover. 450 Carry bags should be delivered along with sweaters, free of cost.

6 **Validity of offer:**

The validity of the quotation should be 90 days from the due date of tender.

7 The final acceptance of the sweaters will be only after inspection at BHEL/ISG Works, Bengaluru subject to the condition that the entire supplies conform to the "**approved sample**" in all respects. If need be, BHEL will do pre - shipment inspection.

8 In case of quality complaint of any nature it shall be replaced free of cost. The replacement should be done within 15 days from the date of submission of defective piece(s).

9 Any clarifications with regard to this tender, may please contact :

1. Shri J. John Ambrose  
Sr. Manager (HR)  
BHEL/ISG  
Malleshwaram  
Bengaluru

2. Shri Vijay Jain  
AGM / STEEL & COMMON MM  
BHEL/ISG  
Malleshwaram  
Bengaluru

Phone : 080-22184534


080-22184047

Mobile: 9483511407

9449850162

10 All corrigenda /addenda/amendments /time extensions /clarifications, etc to the tender will be hosted in the websites: [www. bhelisg.com](http://www.bhelisg.com), [www.bhel.com](http://www.bhel.com), [http:// tenders.gov.in](http://tenders.gov.in) & [www.eprocure.gov.in](http://www.eprocure.gov.in) only and will not be published in any other medias. Bidders should regularly visit above websites to keep themselves updated

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**ANNEXURE-I****TECHNO COMMERCIAL BID ( PART-A) FORMAT**

| Sl.No. | Particular   | Bidder's confirmation (please tick)   |
|--------|--|---|
| 01     | <b>Price Basis:</b><br>Price quoted shall be FIRM till the completion of supply (price variation clause not acceptable)  | Agreed  |
| 02     | <b>Taxes :</b><br>If applicable, indicate type of tax & %  | Applicable/Not applicable<br><br>Type of tax                      %<br>-----                              ---<br>1.<br>2.<br>3. |
| 03     | <b>Payment Terms :</b><br>No Advance payment<br>100% payment will be made within 15 days from the date of receipt of sweaters  | Acceptable  |
| 04     | <b>BHEL's penalty clause :</b><br>1/2% per week of the value of the goods in arrears per week, subject to max. 10% of order value  | Agreed  |
| 05     | <b>Terms of delivery :</b><br>a)The supply should be made to BHEL works, Malleswaram, Bengaluru on door-to-door basis and the cost of sweaters should be inclusive of delivery charges also. | Agreed  |
| 06     | <b>Delivery period:</b><br>8 weeks from the date of Purchase Order   | Agreed  |
| 07     | <b>Validity of Offer:</b><br>Quotation should remain valid for a period of 90 days from the due date of tender   | Agreed  |

SIGNATURE OF THE TENDERER WITH SEAL