

## **TENDER ENQUIRY**

### **Volume – IA: Technical Bid**

Dear Sir,

Sealed offers are invited in two part bid by the undersigned on behalf of BHARAT HEAVY ELECTRICALS LIMITED for the subject job. Please find enclosed tender documents as per following details:

Tender No: 1506039 Date 23-09-2015 comprising of following:

<b>Salient Details of NIT</b>		
<b>S. No.</b>	<b>Issue</b>	<b>Description</b>
1.0	Supply Description	Supply of pH and Conductivity Meter as per Technical Specifications to RSC-Vadodara, Gujarat
2.0	Enquiry No	1506039
<b>3.0</b>	<b>Details of Tender Document</b>	
3.1	Volume – I A	Technical Bid
3.2	Volume - I B	General Conditions of the Contract (GCC)
3.3	Volume - II	Price Bid
4.0	Tender Due Date	❖ Last date of submission of offer <b>07-10-2015 Time : 15.00 Hrs</b>
		❖ Opening of Tender (Technical Bid) <b>07-10-2015 Time : 15.30 Hrs</b>
<b>Notes:</b> (1) In case the due date of opening of tender becomes a non-working day, then the due date & time of offer submission and opening of tenders get extended to the next working day. (2) Bidder may depute representative to witness the opening of tender		
5.0	Last date for seeking clarification	Date: At least 3 days before the due date of offer submission Along with soft version also, addressing to undersigned & to others as per contact address given below Mr Saravana Kumar (saravan@bhelpswr.co.in) Ms Shubhangi (shubh@bhelpswr.co.in) Ms Arti (arti@bhelpswr.co.in) Mr Rajib Chakraborty (rajeabc@bhelpswr.co.in)

The offer shall be submitted as per the instructions of tender document and as detailed in this NIT. Bidders to note specifically that all pages of tender document, including these NIT pages of this particular tender together with subsequent correspondences shall be submitted by them, duly signed & stamped on each page, as part of offer. Rates/Price including discounts/rebates, if any, mentioned anywhere/in any form in the techno-commercial offer other than the Price Bid shall not be entertained.

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Complete set of offer shall be sent to BHEL PSWR, Nagpur as per address given below as per following details.

**I. Procedure for Submission of Tenders:**

<b>a) COVER-I (TECHNO-COMMERCIAL BID) – in sealed envelope</b>	
A	Offer forwarding/covering letter of the Tenderer
B	Duly filled-in 'No deviation certificate' as per prescribed format. In case of any deviation, the same should be submitted separately for technical & commercial parts, indicating respective clauses of tender against which deviation is taken by bidder. It shall be specifically noted that deviation recorded elsewhere shall not be entertained.
C	Techno-commercial offer enclosing supporting documents meeting Pre Qualifying Criteria / annexures / schedules etc as required in line with prescribed format. It shall be specifically noted that all documents as per above shall be indexed properly.
D	All volumes of tender document pertinent for the subject job including NIT together with subsequent changes in the tender, correspondences etc, signed on all pages.
E	In 'Annexure- I' bidder shall mention only ' <b>quoted/unquoted</b> ' against each item of schedule.
<b>b) COVER-II (PRICE BID) – in sealed envelope</b>	
<b>c) COVER-III</b> All two aforesaid covers in sealed condition shall be enclosed in this cover. All covers shall be super-scribed with i. Cover No. ii. Details of enclosed Covers iii. Name of the job, tender document no. & due date of submission. <b>ALONG WITH NAME &amp; COMPLETE ADDRESS (FAX NO. CONTACT NOS) OF BIDDER and should be addressed to</b> <b>AGM / Purchase</b> Bharat Heavy Electricals Limited PSWR Shree Mohini Complex 345 Kingsway Nagpur – 440001 Maharashtra	

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**II. SPECIAL NOTE:**

1. Bidders' offer documents shall be paginated, signed and stamped in each page by your authorized representative. No overwriting / correction in tender documents by bidders shall be allowed. However if correction is unavoidable, the same may be signed by authorized signatory. Offer shall be properly filed. Loose papers shall not be considered for evaluation.

All documents / annexure submitted with the offer shall be properly annexed and placed in respective places of the offer as per enclosure list mentioned in the covering letter. BHEL shall not be responsible for any missing documents.

2. BHEL reserves the right to accept or reject any or all Offers without assigning any reasons thereof. BHEL also reserves the right to cancel the Tender wholly or partly without assigning any reason thereof. Also BHEL shall not entertain any correspondence from bidders in this matter.
3. BHEL also reserve the right to reject the bidder with unsatisfactory past performance in the execution of a contract. BHEL's decision in this regard shall be final & binding.
4. You are free to visit the site and study the prevailing site condition including law & order etc. before quoting, if applicable.
5. BHEL may decide holding pre-bid conference (PBC) with any/ all the intending bidders. On such communication from BHEL, the bidder shall ensure participation for the same at the appointed time, date and place as may be decided by BHEL.
6. The Bidder has to satisfy the Pre-Qualifying Requirements stipulated for this Tender in order to be qualified. The Price Bids of only those bidders will be opened who will be qualified for the subject job on the basis of satisfying the Pre-Qualification Criteria specified in this NIT as per PQR (as applicable), Product Technical Specifications, past performance etc. and date of opening of price bids shall be intimated to only such bidders. BHEL reserves the right not to consider offers of parties under HOLD.
7. While BHEL reserves the right to open the price bid of the offers in camera, the date & time to open the tender opening shall be intimated to the bidders in case BHEL decides it to be 'Public opening' and in such a case, one authorized representative of the bidder shall be allowed to attend.

~~8. Earnest Money Deposit (EMD):~~

~~❖ Refundable, Non-interest bearing EMD of Rs. is applicable for this Enquiry. EMD shall be paid Only by Account Payee Demand Draft in favour of "Bharat Heavy Electricals Limited" payable at Nagpur along with the technical bid.~~

~~❖ EMD given by all unsuccessful Tenderer shall be refunded on award of LOI/PO on successful Tenderer. EMD of successful bidder shall be returned after submission of PBG. EMD shall not carry any interest.~~

**9. Order Of Precedence:**

In the event of any ambiguity or conflict between the Tender Documents, the order of precedence shall be in the order below:

- a. Amendments/Clarifications/Corrigenda/Errata etc issued in respect of the tender documents by BHEL
- b. Notice Inviting Tender (NIT)
- c. Price Bid - Volume - II
- d. Technical Conditions of Contract (TCC)—Volume-1A
- e. General Conditions of Contract (GCC) —Volume-1B

- ❖ It may please be noted that guidelines/rules in respect of suspension of business dealings', 'Vendor evaluation format' etc may undergo change from time to time and the latest one shall be followed.
- ❖ The offers of the bidders who are on the banned list as also the offer of the bidders, who engage the services of the banned firms, shall be rejected. The list of banned firms is available on BHEL web site ([www.bhel.com](http://www.bhel.com) ---> Tender Notification - List of Banned Firms).
- ❖ Abridged version of extant 'Guidelines for suspension of business dealings with suppliers/ contractors' has now been uploaded on [www.bhel.com](http://www.bhel.com) on "supplier registration page" at the following link:  
[http://www.bhel.com/vender\\_registration/pdf/Suspension-of-Business-Dealings-with-Supplier-issued-Sept13\\_abridged.pdf](http://www.bhel.com/vender_registration/pdf/Suspension-of-Business-Dealings-with-Supplier-issued-Sept13_abridged.pdf)

Thanking you,

for Bharat Heavy Electricals Ltd

AGM/Purchase

Signature & Seal of the Bidder

**III. Instructions for filling the Price Bid:**

1. Bidders' rate shall be exclusive of all taxes and duties.
2. Packaging and Forwarding cost shall be included in Basic Cost.
3. Transit Insurance is in the scope of Supplier and shall be included in freight. Supplier shall insure at his cost the goods for all transit risk.
4. Octroi/Entry tax, if any shall be paid by BHEL on submission of original receipts.
5. Prices to be quoted in **INR** only.
6. Bidder must quote the price elements mentioned in price schedule, if any element left blank shall be construed as the price is included in all inclusive F.O.R price.
7. Bidder shall fill the rates only in the Price format given by BHEL in Volume - II. Other papers or documents inscribing the rates of equipment shall not be considered for price evaluation.

**IV. Technical Specifications – PH and Conductivity Meter**

<b>Sl. No.</b>	<b>DESCRIPTION</b>	<b>SPECIFICATION</b>	<b>Bidder's Compliance (Yes/No)</b>
1.	Scope	Supply, of PH and Conductivity Meter	
2.	Conductivity	0 to 199 $\mu$ S/cm, 200 to 1999 $\mu$ S/cm, 2.00 to 19.99mS/cm	
3.	pH	0 to 14.00 pH	
4.	Temperature Range	0 to 90 deg.C	
5.	Basic Accuracy	+/-2% FS for conductivity +/-0.01 pH +/- 1 °C	
6.	Resolution	0.1 $\mu$ S/cm for conductivity 0.01 pH for pH 0.1 °C for temperature	
	<b>Other requirements:</b>		
7.	Auto ranging		
8.	Memory storage to store readings		
9.	Auto power off and low battery indicator		
10.	Accessories	Conductivity standards and pH buffers	
		2 additional electrodes.	
		Battery set, Hard Carrying Case	
11.	IP57 protection		
12.	O&M Manual, Calibration Certificate		
13.	Warranty – 12 months from the date of delivery of the equipment		

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**V. Pre-Qualification Criteria**

<b>QUALIFICATION REQUIREMENT</b>			
<b>S. NO</b>	<b>PRE QUALIFICATION CRITERIA</b>	<b>Bidders claim in respect of fulfilling the PQR Criteria</b>	
		<b>Name and Description of qualifying criteria</b>	<b>Page no of supporting document.</b>
A	<p><b><u>Technical</u></b></p> <p>Bidder must have executed following works in the last TWO (2) years as on latest date of bid submission:-</p> <p>Bidder must have supplied at least 1 number of pH and Conductivity Meter against single purchase order (to any Government, Semi Government/ or any Customer)</p>	APPLICABLE	
B	<p><b><u>Financial Turnover:</u></b></p> <p>Bidders must have achieved an average annual financial turnover (Audited) of <b>Rs.1 Lakh</b> or more over last three Financial Years (FY) i.e. 2012-2013, 2013-14, 2014-15 OR 2011-2012, 2012-2013, 2013-14 if Annual Accounts for FY 2014-15 are not audited.</p> <p>Bidder should furnish audited accounts details to establish above. If auditing is not mandatory as per IT Rule SEC-44AB, Bidder should submit Balance sheet &amp; Profit &amp; Loss account certified by Chartered accountant along with IT return form.</p>	APPLICABLE	
C	<p>Bidder has to submit at least one Performance Certificate from their customers, for satisfactory performance of pH and Conductivity Meter, over the period of two (2) years as on latest date of bid submission</p>	APPLICABLE	
D	<p><b><u>Price Bid Opening</u></b></p> <p><b>Note:</b> Price Bids of only those bidders shall be opened who stand qualified after compliance of criteria A to C</p>		BY BHEL

**Explanatory Notes for QR**

- A. Bidder to submit Audited Balance Sheet and Profit and Loss Account for the respective years as indicated against B above along with all annexures
- B. In case of audited Financial statements have not been submitted for all the three years as indicated against B above, then the applicable audited statements submitted by the bidders against the requisite three years, will be averaged for three years i.e. total divided by three
- C. The word “supplied” means the bidder should have achieved the criteria specified in the QR-A even if the total contract has not been completed or closed
- D. Bidder shall submit above Pre-Qualification criteria format, duly filled-in, specifying respective annexure number against each criteria and furnish relevant document inclusive of Purchase order (wherein PO no., date, PO Value etc. is legible) along with proof of completion (i.e.- Completion Certificate/ Copy of Invoices of executed order/ LR Copies/ Store Receipt Vouchers/ Payment Advice etc.) etc in the respective annexures in their offer in support of PQR.

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**VI. TECHNO-COMMERCIAL TERMS & CONDITIONS (TCC) & COMPLIANCE STATEMENT**

1. Product quoted by bidder should meet technical specification mentioned.
2. Prices shall be valid for **90 Days** from the date of opening of technical bid.

S.No	Description of T & C	Bidder's Comments	
1.	Place of delivery	<input type="checkbox"/> Accepted	<b>(or)</b> <input type="checkbox"/> Not Accepted
2.	Delivery period	<input type="checkbox"/> Accepted	<b>(or)</b> <input type="checkbox"/> Not Accepted
3.	Payment terms	<input type="checkbox"/> Accepted	<b>(or)</b> <input type="checkbox"/> Not Accepted
4.	General Conditions of the Contract (GCC)	<input type="checkbox"/> Accepted	<b>(or)</b> <input type="checkbox"/> Not Accepted
S.No	Description of T & C	Terms & Conditions as Quoted in this Tender	
5.	Excise Duty/CVD	<input type="checkbox"/> Included <b>(or)</b> <input type="checkbox"/> Extra <b>(or)</b> <input type="checkbox"/> Not Applicable	
6.	Excise / CVD Invoices	<input type="checkbox"/> Shall be provided <input type="checkbox"/> Shall not be provided  (Invoice should contain ECC details of supplier and buyer. BHEL ECC and TIN details shall be contained in purchase order)	
7.	CST/ VAT Without Concessional Forms "C" / "D" ( % RATE)	<input type="checkbox"/> VAT <b>(or)</b> <input type="checkbox"/> CST  <input type="checkbox"/> Included <b>(or)</b> <input type="checkbox"/> Extra <b>(or)</b> <input type="checkbox"/> NOT APPLICABLE	
8.	Test Certificates	<input type="checkbox"/> Shall be provided <input type="checkbox"/> Shall not be provided	
9.	Guarantee/Warranty Certificate	<input type="checkbox"/> Shall be provided <input type="checkbox"/> Shall not be provided	
10.	MSME Certificate	<input type="checkbox"/> Attached <b>(or)</b> <input type="checkbox"/> Not Attached <b>(or)</b> <input type="checkbox"/> Not Applicable	
11.	Manufacturing Facility Address		

Signature &amp; Seal of the Bidder

Signature &amp; Seal of the Bidder

**VII. Evaluation Criteria, Loading Criteria and Payment Terms :**

1. Tenders will be evaluated on the basis of "Net Cash Outflow to BHEL PSWR", i.e. total cost to the BHEL, including loadings, if any, and all available financial advantages, including those available from Owner, taxation authorities etc. (i.e. CENVAT credit on Excise duty/CVD).

**2. Loading Criteria**

Loading factors as detailed below will be added to the quoted price (basic) to evaluate the lowest quote for noncompliance of BHEL standard commercial terms.

**A. Liquidated Damages/Penalty:**

- ❖ LD shall be 0.5% of the total order value per week of delay or part thereof subject to a maximum of 10% of the total order value.
- ~~❖ In case bidder is not accepting the penalty clause for delayed supply, the offer of bidder shall be loaded to the extent to which it is not agreed by the bidder during price bid evaluation.~~

**B. For noncompliance of standard Terms of payment (For Indigenous Purchase Orders)**

- ❖ Base rate of State Bank of India (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.
- ~~❖ On account of payment through LC, if insisted by bidder, all LC related Bank charges shall also be loaded for the deviation in (i) opening of LC by BHEL and (ii) period and amount of LC w.r.t. NIT norms, as per the prevailing bank rates.~~

**3. Payment terms:**

- ❖ 80% payment of Supply value shall be made within 45 days from the date of receipt of material at destination and on submission of Invoice along with complete set of requisite documents to BHEL-PSWR Hqr., Nagpur.
- ❖ Balance 20% shall be released within 15 days on submission of Performance Bank Guarantee (PBG - confirmed by Issuing bank) which is valid for 30 days beyond the Warranty period by supplier from any of the consortium Banks of BHEL, for 10% of total PO value in prescribed format. PBG confirmation charges shall be borne by vendor.

**Note:**

- ❖ For indigenous suppliers, if the documents are routed through Bank, then all bank charges will be to vendor's account.

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4. Equipment should be delivered on "Door Delivery Basis" at destination (as per Annexure - I). Freight and other relevant charges should be included in the quotation by the tenderer for this purpose. Offers other than F.O.R. Destination Basis will not be accepted by BHEL
  
5. Documents required before/with dispatch
  - ❖ Calibration Certificate
  - ❖ O & M Instruction
  - ❖ Warrantee Certificate

**VIII. Reverse Auction Terms & Conditions**

BHEL reserves the right to decide the successful bidder on the basis of Reverse Auction process. In such case all qualified bidders will be intimated regarding procedure/ modality for Reverse Auction process prior to Reverse Auction and price will be decided as per the rules for Reverse Auction.

However, if reverse auction process is unsuccessful as defined in the RA rules/procedures, or for whatsoever reason, then the sealed 'PRICE BIDS' will be opened for deciding the successful bidder. BHEL's decision in this regard will be final and binding on bidder.

1. Against this enquiry for the subject item/ system with detailed scope of supply as per enquiry specifications, BHEL may resort to "REVERSE AUCTION PROCEDURE" i.e., ON LINE BIDDING (THROUGH A SERVICE PROVIDER). The philosophy followed for reverse auction shall be English Reverse (No ties).
2. 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. All bidders to give their acceptance for participation in RA. Non-acceptance to participate in RA may result in non-consideration of their bids. 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.
3. For the proposed reverse auction, technically and commercially acceptable bidders only shall be eligible to participate.
4. Those bidders who have given their acceptance for Reverse Auction (quoted against this tender enquiry) will have to necessarily submit 'online sealed bid' in the Reverse Auction. Non-submission of 'online sealed bid' by the bidder for any of the eligible items for which techno-commercially qualified, will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines in vogue.
5. BHEL will engage the services of a service provider who will provide all necessary training and assistance before commencement of on line bidding on internet.
6. In case of reverse auction, BHEL will inform the bidders the details of Service Provider to enable them to contact & get trained.
7. Business rules like event date, time, bid decrement, extension etc. also will be communicated through service provider for compliance.
8. Bidders have to fax the Compliance form (annexure IV) before start of Reverse auction. Without this, the bidder will not be eligible to participate in the event.
9. In line with the NIT terms, BHEL will provide the calculation sheet (e.g., EXCEL sheet) which will help to arrive at "Total Cost to BHEL" like Packing & forwarding charges, Taxes and Duties, Freight charges, Insurance, Service Tax for Services and loading factors (for noncompliance to BHEL standard Commercial terms & conditions) for each of the bidder to enable them to fill-in the price and keep it ready for keying in during the Auction.
10. Reverse auction will be conducted on scheduled date & time.
11. At the end of Reverse Auction event, the lowest bidder value will be known on auction portal.
12. The lowest bidder has to fax/e-mail the duly signed and filled-in prescribed format for price breakup including that of line items, if required, (Annexure VII) as provided on case-to-case basis to Service provider within two working days of Auction without fail.
13. In case BHEL decides not to go for Reverse Auction procedure for this tender enquiry, the Price bids and price impacts, if any, already submitted and available with BHEL shall be opened as per BHEL's standard practice.
14. Bidders shall be required to read the "Terms and Conditions" section of the auctions site of Service provider, using the Login IDs and passwords given to them by the service provider before reverse auction event. Bidders should acquaint themselves of the "Business Rules of Reverse Auction", which will be communicated before the Reverse Auction.
15. If the Bidder or any of his representatives are found to be involved in Price manipulation/ cartel formation of any kind, directly or indirectly by communicating with other bidders, action as per extant BHEL guidelines, shall be initiated by BHEL and the results of the RA scrapped/ aborted.
16. The Bidder shall not divulge either his Bids or any other exclusive details of BHEL to any other party.
17. In case BHEL decides to go for reverse auction, the H1 bidder (whose quote is highest in online sealed bid) may not be allowed to participate in further RA process

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**IX. CERTIFICATE OF NO DEVIATION**

**TENDER SPECIFICATION No. : 1506039**

**I/WE, M/s .....**

HEREBY CERTIFY THAT NOT WITHSTANDING ANY CONTRARY INDICATIONS / CONDITIONS ELSEWHERE IN OUR OFFER DOCUMENTS, I/WE HAVE NEITHER SET ANY TERMS AND CONDITIONS NOR THERE IS ANY DEVIATION TAKEN FROM THE CONDITIONS OF BHEL'S TENDER SPECIFICATIONS, EITHER TECHNICAL OR COMMERCIAL, AND I/WE AGREE TO ALL THE TERMS AND CONDITIONS MENTIONED IN BHEL'S TENDER SPECIFICATION WITH ASSOCIATED AMENDMENTS & CLARIFICATIONS.

I/WE ALSO HEREBY CONFIRM ANY TERMS AND CONDITIONS RECORDED/SET BY US IN ANY PART OF THE TENDER AND ITS RELATED REFERENCE ARE CONSIDERED NULL AND VOID AND WITHDRAWN BY US.

SIGNATURE OF THE TENDERER

DATE:

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**X. CHECK LIST**

NOTE: - Tenderers are required to fill in the following details and no column should be left blank

1.	Name and Address of the Tenderer		
2.	Details about type of the Firm/Company		
3.	Details of Contact person for this Tender	Name : Mr/Ms _____ Designation: _____ Telephone No: _____ Mobile No: _____ Email Id- _____	
		<b>Bidders' Offer Page No</b>	<b>Bidder Reply</b>
4.	Whether the format for compliance with <b>PRE QUALIFICATION REQUIREMENT</b> is understood and filled with proper supporting documents referenced in the specified format.		YES / NO
5.	Copy of executed Purchase Orders along with Proof of Completion to satisfy PQR		YES / NO
6.	Audited Profit and Loss Account for the last three years		YES / NO
7.	Whether all pages of the Tender documents are read, understood and signed with company seal.		YES / NO
8.	No Deviation Certificate duly signed with company seal.		YES / NO
9.	Techno-Commercial Terms & Conditions (TCC) sheet filled & duly signed with company seal.		YES / NO

NOTE: STRIKE OFF 'YES' OR 'NO', AS APPLICABLE

DATE:

AUTHORISED SIGNATORY  
**(With Name, Designation and Company seal)**

Signature &amp; Seal of the Bidder

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**XI. ANNEXURE - I**

**DELIVERY SCHEDULE & DESTINATION DETAILS**

<b>Sl. No.</b>	<b>Destination Address</b>	<b>Quantity (in nos.)</b>	<b>Delivery Schedule</b>
1	<b>BHEL OFFICE</b> C-16 & 17 BHEL TOWNSHIP GAYATRI NAGAR, GOTRI VADODARA-390021, GUJARAT (INDIA)	5	Within 1 month from date of P.O.

**Signature and Seal of the Bidder**