

INSTRUCTIONS TO BIDDERS FOR SUBMISSION OF TENDER
AGAINST R/C ENQUIRY NO. E1990008

1. **Procedure for Bid submission** :- Offer shall be submitted by the bidders in two parts:-

Part – I Technical cum Commercial bid (Un-priced)

- A- Part-I of the bid shall contain complete detail of the product offered, all techno commercial terms & conditions and acceptance to the following:-
(i) Techno – commercial format – **Annexure – I**
(ii) **PQR Format - Annexure II.**
(iii) Integrity Pact - **Annexure IV.** (Page 1 to 5)
B- Copy of un-priced bid, strictly as per Annexure-III with status "**quoted & un-quoted**" must accompany with bid Part-I.
C- In case it becomes necessary to deviate in any of the above, the deviations must be clearly brought out in bid Part-I of the offer.

Part - II Price bid

Item wise Price bids shall be submitted in five separate envelopes as per **Price Bid- Annexure-III (for # 01 to 05)** and required with duly filled, signed & stamped by the authorized signatory of the vendor. Enquiry Number with item no, Due Date & "Price bid" must be super scribed on every envelopes.

NOTE: Part –I sealed envelope shall be duly super scribed as **Part - I 'Technical cum Commercial bid'**, Part –II, considering five **separate sealed envelopes** shall be duly super scribed as **Price bid** enquiry number and due date.

Sample Envelop covers:

<p>PART- I (TECHNO-COMMERCIAL BID)</p> <p>Enquiry No. E1999008; Due Date:.....</p> <p>To,</p> <p>Bharat Heavy Electricals Limited Transformer Plant Material Management Department, Jhansi, Uttar Pradesh (India) - 284120</p>
<p>PART- II (PRICE BID for Item No.:.....)</p> <p>Enquiry No. E1999008; Due Date:.....</p> <p>To,</p> <p>Bharat Heavy Electricals Limited Transformer Plant Material Management Department, Jhansi, Uttar Pradesh (India) - 284120</p>

Total No. of Envelopes: 06 (1 no. Part I and 5 Nos. Part II)

APL



ANNEXURE-1 (TECHNO COMMERCIAL BID)

QUOTATION NO _____ DATE _____

SUPPLIER'S NAME: _____

We have gone through all Special Remarks, Technical Specifications, "General Terms, and Conditions of Enquiry" and submitting offer as under:

Sl. no.	Particulars	Supplier's Confirmation
1	Complete acceptance for supply of items as per Purchase / Tech. specification mentioned in the enquiry. Technical deviations, if any, are to be clearly brought out in Part-A offer. (Note: offers with technical deviations are liable for rejection)	<input type="checkbox"/> Accepted
2	Acceptance to all special remarks and General Terms & Condition of Enquiry (Rev. 02) uploaded at:- https://jhs.bhel.com/apps/sip/enq_terms/enq_tems_121118.pdf (Note: Read the terms & condition carefully before quoting.)	<input type="checkbox"/> Accepted
3	Guarantee / Warrantee / Conformance / Test Certificate as specified in enquiry will be provided along with supply.	<input type="checkbox"/> Accepted
4	Taxes & Duties :- Extra as applicable & bidders to indicate following	
	(a) Tariff Head / HSN No.
	(b) Applicable GST (mention NA if not applicable) <input type="checkbox"/> IGST OR <input type="checkbox"/> CGST & SGST Each	@ % @ %
5	Price Bid submitted as per attached price bid format only (Copy of blank price bid is to be submitted with techno-commercial bid).	<input type="checkbox"/> Yes
6	Acceptance to Delivery Terms on F.O.R BHEL Jhansi as per clause 6(A)	<input type="checkbox"/> Accepted
7	Acceptance to Pricing Terms as per clause 11	<input type="checkbox"/> Accepted
8	Acceptance for Prices on firm basis and no PVC is applicable	<input type="checkbox"/> Accepted
9	Acceptance to Price Validity of 120 days from date of bid part-A opening.	<input type="checkbox"/> Accepted
10	Inspection of Goods as per clause 16 (A to D)	<input type="checkbox"/> Accepted
11	Acceptance to LD / Penalty for Delayed Performance (including Risk Purchase) as per clause 8 (A to C)	<input type="checkbox"/> Accepted
12	Acceptance to Payment Terms as per clause 15(A) . Any deviation from the above payment terms, if accepted (by BHEL), shall be loaded @ SBI base rate (as on date of Part A bid opening) + 6%, for the purpose of bid evaluation.	<input type="checkbox"/> Accepted <input type="checkbox"/> 90 days <input type="checkbox"/> MSME
13	Acceptance to Warranty, Corresponding Repairs / Replacement of Goods, and Deductions as per clause 17(A) . Bidders to issue a certificate to this effect.	<input type="checkbox"/> Accepted
14	Validity of RC: R/C Enquiry be valid for ordering up to 24 months from the date of finalization of R/C and three months thereafter for supply. R/C may be extended for further three months for ordering on mutual consent. Quoted rates shall remain valid throughout the validity of R/C.	<input type="checkbox"/> Accepted
15	Quantity of items given in enquiry is indicative only. It may vary in +/- 30%. This quantity and variation of +/-30% is for evaluation of RC. During execution of RC awarded to a vendor quantity of item may vary in any ratio but it shall be limited to total value calculated on the basis of quantity of item awarded to a vendor limited to + / - 30% of the value of RC.	<input type="checkbox"/> Accepted

Sign of Authorized Signatory Company seal :

Contact Detail: Name Cell No.: E-mail :

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Sl. no.	Particulars	Supplier's Confirmation
16	Minimum monthly Capacity reserved for BHEL Jhansi: Indicate your monthly capacity dedicated to requirement of BHEL Jhansi. Our required monthly capacity is as follows: Item no. 1 : 12 Nos Item no. 2 : 12 Nos Item no. 3 : 12 Nos Item no. 4 : 12 Nos Item no. 5 : 03 Nos	# 1 : # 2 : # 3 : # 4 : # 5 :
17	Delivery period: From the date of PO (Our required delivery time for first lot is 06 weeks from the date of PO) Subsequent delivery of lots shall be as per BHEL requirement & limited to monthly capacity, accepted by supplier at Sl. No. 16 of this Annexure.	<input type="checkbox"/> Accepted
18	Quantity Distribution: Due to large quantity requirement we may finalize rate contract on two sources for supply (distribution shall be 70% to L1 & 30% to L2). Depending on the no. of techno-commercially acceptable offers received and acceptance of vendor on L1 rates, counter offer shall be sequentially given to L2, L3 and other vendors till we get required no. of vendors. Final ordering will be done on L1 rates.	<input type="checkbox"/> Accepted
19	PO under R/C shall be placed sequentially as per our requirement. BHEL at its sole discretion can short close or cancel the R/C at any time.	<input type="checkbox"/> Accepted
20	Formula for Calculation of Rates: (in Rs / Ring or Segment) Item no. 1: O/D Square X Thickness X Multiplying Factor Item no. 2: Multiplying Factor X [B X (B + 300)] X T1 where B = O/D of Ring in mm, T1 = Thickness in mm Item no. 3: Multiplying Factor X Length X Width X Thickness Item no. 4: O/D Square X Thickness X Multiplying Factor Item no. 5: O/D Square X Thickness X Multiplying Factor	<input type="checkbox"/> Accepted
22	Vendor to quote only Multiplying Factor (M.F.) in Price Bid for each item.	<input type="checkbox"/> Accepted
23	In cases, where ring is of different shape other than circular, PO will be placed in this RC considering the maximum outer dia from which that shape can be cut.	<input type="checkbox"/> Yes <i>Accepted</i>
24	Reverse Auction Clause: "BHEL reserves the right to go for Reverse Auction (guidelines available on bhel.com) instead of opening the sealed envelope price Bids, submitted by the Bidder. This will be decided after Techno-Commercial Evaluation. Bidders to give their acceptance for participation in the RA. Non-acceptance to participate in the RA may result in the non-consideration of their bids, in case BHEL decides to go for RA. Those bidders who have given their acceptance to participate in the RA will have to necessarily submit 'Process compliance form' (to the designated service provider) as well as 'Online sealed bid' in reverse auction. Non-submission of 'Process compliance form' 'Online sealed bid' by the agreed bidder(s) will be considered as tampering of the tender process and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/contractors (as available on www.bhel.com).	<input type="checkbox"/> Accepted

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Sl. no.	Particulars	Supplier's Confirmation
	<p>The bidders have to necessary submit online sealed bid less than or equal to their envelope sealed prices bid already submitted to BHEL along with the offer. The envelope sealed price bid of successful L1 bidder in RA, if conducted, shall also be opened after RA and the order will be placed on lower of the two bids (RA closing price & envelope sealed price) thus obtained. The bidder having submitted this offer specifically agrees to this condition and undertakes to execute the contract on thus awarded rates.</p> <p>If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid for any item(s) the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit. It will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/contractors (as available on www.bhel.com)."</p> <p>As a reminder to the bidder, system will flash to following message (in RED Color) during the course of online sealed bid".</p> <p>"Bidders to submit online sealed bid less than or equal to their envelop sealed bid already submitted to BHEL".</p> <p>If it is found that L1 bidder has quoted higher in online sealed bid in comparison to envelope sealed bid for any item(s) the bidder will be issued a warning letter to this effect. However, if the same bidder again defaults on this count in any subsequent tender in the unit. It will be considered as fraud and will invite action by BHEL as per extant guidelines for suspension of business dealings with suppliers/contractors (as available on www.bhel.com)."</p> <p>As a reminder to the bidder, system will flash to following message (in RED Color) during the course of online sealed bid".</p> <p>"Bidders to submit online sealed bid less than or equal to their envelop sealed bid already submitted to BHEL".</p>	<input type="checkbox"/> Accepted
25	This is an open tender enquiry, hence suppliers meeting Pre Qualification requirements as per Annexure-II will qualify for this tender. Supplier has to fill and submit Annexure-II alongwith all required documents called in it.	<input type="checkbox"/> Accepted & Documents submitted
26	<p>Integrity Pact (IP) –(Annexure-IV) Independent external monitor (IEM) :-</p> <p>IP is a tool to ensure that activities and transactions between the Company and its Bidders / Contractors are handled in a fair, transparent and corruption free manner.</p> <p>A panel of Independent External Monitors (IEMs) have been appointed to oversee implementation of IP in BHEL.</p> <p>The IP as enclosed with the tender (Annexure-IV) is to be submitted (duly signed by authorized signatory who signs in the offer) along with techno-commercial bid. Only those bidders who have entered into Such an IP with BHEL would be competent to participate in the bidding.</p> <p>In other words, entering into this Pact would be a preliminary qualification.</p> <p>Details of IEM for this tender is furnished below:</p>	<input type="checkbox"/> Accepted
(i)	Shri Arun Chandra Verma, IPS (Retd.) Flat No. C -1204, C Tower, Amrapali, Platinum Complex, Sector 119, Noida (U.P.) acverma1@gmail.com	<input type="checkbox"/> Accepted
(ii)	Shri Virendra Bahadur Singh, IPS (Retd.) H. No. B-5/64, Vineet Khand, Gomti Nagar, Lucknow - 226010 vbsinghps@gmail.com	



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	<p>Please refer Section-8 of the IP for Role and Responsibilities of IEMs. In case of any complaint arising out of the tendering process, the matter may be referred to the IEM mentioned in the tender.</p> <p>Note: No routine correspondence shall be addressed to the IEM (Phone/ post/ email) regarding the clarifications, time extensions or any other administrative queries, etc on the tender issued. All such clarification / issues shall be addressed directly to the tender issuing (procurement) department</p> <p>For all clarifications/ issues related to the tender, Please contact:</p> <p>Name: (1) A.K.Verma (2) Akhilesh Pandey Deptt : Material Management Address : PO khailar, BHEL Jhansi-284120 Phone : (Landline/ Mobile) (1) 0510-241 2348 / 2460 / 2372 (2) 9795634688 / 8004939471 Email: arunverma@bhel.in / akhilesh.pandey@bhel.in Fax: 0510-2412120</p>	
27	Integrity Pact i.e. Annexure-IV submitted alongwith Tender Document (Part-A of Tender).	
28	Item wise Blank price bid (05 Nos.) submitted along with Tender Document (Part-A of Tender).	<input type="checkbox"/> Yes
29	Item wise Price Bid format i.e. Annexure-III (for # 01 to 05) has been filled and itewise price bid envelope (i.e. 05 price bid envelopes) have been submitted. (Part-B of Tender)	<input type="checkbox"/> Yes
30	The above terms and conditions shall be read in conjunction with BHEL's standard terms and conditions of Enquiry. Wherever difference in terms and conditions is there, the terms and conditions mentioned in this mandatory sheet shall prevail.	<input type="checkbox"/> Accepted
31	In case of deviation in acceptance given on this sheet from anywhere in your offer, acceptance given in this mandatory sheet shall be treated as final.	<input type="checkbox"/> Accepted



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