



# BHEL SUPPLIER REGISTRATION FORM

## Part A :

FORM NO. VORAA01

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<b><u>ORGANISATIONAL INFORMATION</u></b>		
(INDIGENOUS SUPPLIER)		
<p style="color: red; margin: 0;"><b>Address for Correspondence at Page No. 27 &amp; 28.</b></p>		
<p>ALL COLUMNS SHOULD BE PROPERLY FILLED IN THE SPACE PROVIDED FOR. WHEREVER IT IS NOT APPLICABLE PLEASE WRITE "NOT APPLICABLE". INCOMPLETE OR INCORRECT FORMS MAY NOT BE CONSIDERED.</p> <p><b>1.0 <u>GENERAL INFORMATION</u> :</b></p> <p>1.1 NAME OF COMPANY :  DETAILS OF HEAD OFFICE :  ADDRESS :  TELEPHONE :  FAX :  E-MAIL :  WEB SITE :</p> <p>1.2 DETAILS OF FACTORY / WORKS :  NAME OF THE WORKS/DIVISION :  ADDRESS :  TELEPHONE :  FAX :  E-MAIL :</p> <p>1.3 DETAILS OF BRANCH OFFICE :  ADDRESS :  TELEPHONE :  FAX :  E-MAIL :</p> <p><b><u>NOTE</u> :</b> PLEASE ATTACH SEPARATE SHEETS, IF SPACE AVAILABLE IS INADEQUATE.</p>	<b>FOR SELF ASSESSMENT BY SUPPLIER</b>	<b>FOR BHEL ASSESSMENT</b>
SUPPLIER'S AUTHORISED SIGNATORY	REVIEWING OFFICER	

Score:

Total/ Out of possible = / 3 = %

Sr. No. 1.1, 1.2, 1.3 carry one mark each for complete answers.



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<b><u>ORGANISATIONAL INFORMATION</u></b>		
	(INDIGENOUS SUPPLIER)	
	FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT
<b>2.0 <u>OWNERSHIP INFORMATION :</u></b>  DOCUMENTS TO BE FURNISHED  2.1 GOVT. OF INDIA UNDERTAKING :  OR STATE GOVT. UNDERTAKING :  OR LIMITED COMPANY, : MEMORANDUM AND ARTICLES OF ASSOCIATION  OR PRIVATE COMPANY, : MEMORANDUM AND ARTICLES OF ASSOCIATION  OR CO-OPERATIVE SOCIETY, : SOCIETY RULES AND BYE LAWS  OR PARTNERSHIP FIRM, : PARTNERSHIP DEED  OR PROPRIETORSHIP, : PROFESSION TAX REGN. AND MUNICIPAL REGN. ANY OTHER (SPECIFY) :  2.2. NATURE OF BUSINESS : (MANUFACTURING UNIT/AGENTS/ DISTRIBUTORS/STOCKISTS)  2.3. YEAR OF ESTABLISHMENT :		
SUPPLIER'S AUTHORISED SIGNATORY		REVIEWING OFFICER

Score:

Total/ Out of possible = / 3 = %

Sr. No. 2.1, 2.2, 2.3, carry one mark each for complete answers



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<b><u>ORGANISATIONAL INFORMATION</u></b>			
(INDIGENOUS SUPPLIER)			
<b>3.0 <u>FINANCIAL INFORMATION</u> :</b>  <div style="text-align: right; margin-bottom: 10px;"> YEAR 1    YEAR 2    YEAR 3 </div> 3.1 SHARE CAPITAL (EQUITY) :  3.2 LONG TERM DEBT :  3.3 INVESTMENT IN : <div style="margin-left: 20px;"> LAND &amp; BUILDING :  PLANT &amp; MACHINERY :  OTHER FIXED ASSETS : </div> 3.4.0 NET CURRENT ASSETS : 3.4.1 NET CURRENT LIABILITIES :  3.5 SALES :  3.6 PROFIT BEFORE TAX :  3.7 PROFIT AFTER TAX :  3.8 WHETHER THE SUPPLIER HAS <div style="margin-left: 40px;">BEEN REFERRED TO BIFR :</div> 3.9 WHETHER THE SUPPLIER IS <div style="margin-left: 40px;">POTENTIAL SICK COMPANY :</div> 3.10 WAGE AGREEMENT WITH WORKERS / UNIONS, <div style="margin-left: 40px;">IF ANY, DUE ON .....</div> COPIES OF ANNUAL ACCOUNTS FOR LAST THREE YEARS ALONG WITH AUDIT REPORT TO BE SUBMITTED.	FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT	
SUPPLIER'S AUTHORISED SIGNATORY	REVIEWING OFFICER		

Score:

Total / Out of possible = / 34 = %

Sr. No. 3.1 to Sr. No. 3.9 carry one mark each for complete a answer and  
Balance 24 marks (maximum) are allotted as per Sr. No. 1 to 8 of Part -'D'.



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<b><u>ORGANISATIONAL INFORMATION</u></b>		
	(INDIGENOUS SUPPLIER)	
	FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT
<b>4.0 <u>REGISTRATION PARTICULARS :</u></b>		
4.1 INCOME TAX PERMANENT ACCOUNT NO. : (COPY OF CERTIFICATE)		
4.2 CENTRAL SALES TAX REGISTRATION NUMBER : (COPY OF CERTIFICATE)		
4.3 STATE SALES TAX REGISTRATION NUMBER : (COPY OF CERTIFICATE)		
4.4 EXCISE DUTY REGISTRATION NUMBER : (COPY OF CERTIFICATE)		
4.5 EXCISE CONTROL CODE NUMBER : (COPY OF CERTIFICATE)		
4.6 NATIONAL SMALL SCALE INDUSTRIES REGISTRATION NO. : (VALIDITY UPTO.....) (COPY OF CERTIFICATE)		
4.7 SMALL SCALE INDUSTRIES REGISTRATION NO. : (VALIDITY UPTO .....) (COPY OF CERTIFICATE)		
4.8 ANCILLARY STATUS RECOGNISED BY .....		
4.9 CREDIT RATING BY APPROVED AGENCIES, IF ANY.		
SUPPLIER'S AUTHORISED SIGNATORY		REVIEWING OFFICER

Score:

Total / Out of possible = / 8 = %

Sr. No. 4.1 to 4.8 - carry one mark each for complete answer.



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<b><u>ORGANISATIONAL INFORMATION</u></b>		
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<b>5.0 <u>MANAGEMENT INFORMATION</u> :</b>	<b>FOR SELF ASSESSMENT BY SUPPLIER</b>	<b>FOR BHEL ASSESSMENT</b>
<b>5.1 NAME OF CHIEF EXECUTIVE /PROPRIETOR / PARTNER &amp; ADDRESS :</b>		
<b>5.2. OFFICIAL TO BE CONTACTED FOR CLARIFICATION :</b> NAME DESIGNATION ADDRESS TELEPHONE NO.                      FAX NO.		
<b>5.3 TOTAL ORGANISATIONAL STRENGTH :</b> (ATTACH ORGANISATION CHART) <div style="text-align: center;">GRADUATES      DIPLOMA      SKILLED      NON-SKILLED</div> <b>ADMINISTRATION &amp;</b> <b>COMMERCIAL :</b> <b>ENGINEERING :</b> <b>TECHNOLOGY :</b> <b>MANUFACTURING :</b> <b>QUALITY :</b> <b>MAINTENANCE :</b> <b>SITE MANAGEMENT :</b> <b>OTHERS :</b> <b>TOTAL :</b>		
<b>SUPPLIER'S AUTHORISED SIGNATORY</b>		<b>REVIEWING OFFICER</b>

Score:

Total / Out of possible = / 3 = %

Sr. No. 5.1 to 5.3 carry one mark each for complete answer.



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<u>ORGANISATIONAL INFORMATION</u>		
	(INDIGENOUS SUPPLIER)	
	FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT
5.4 STANDBY ARRANGEMENT FOR POWER : (GIVE DETAILS)		
5.5 DOES THE COMPANY SELL ITS PRODUCT DIRECTLY : YES / NO		
5.6 IF NO, FURNISH NAME, ADDRESS : OF AUTHORISED DEALER/STOCKIST WHOSE COMMITMENTS WILL BE HONOURED BY THE COMPANY.		
SUPPLIER'S AUTHORISED SIGNATORY	REVIEWING OFFICER	

Score:

Total / Out of possible = / 6 = %

Sr. No. 5.4 to 5.6 carry one mark each for completed answer and

Balance 3 marks (maximum) are allotted as per Sr. No. 9 of Part - D (score sheet)



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<b><u>ORGANISATIONAL INFORMATION</u></b>					
(INDIGENOUS SUPPLIER)					
<b>6.0 <u>PRODUCTS / SYSTEMS / SERVICES FOR WHICH</u></b> <b><u>REGISTRATION IS APPLIED FOR :</u></b>					
S. NO.	DESCRIPTION	SIZE & RANGE	MFG. STD. IS/DIN/BS ETC.	LEAD TIME	REMARK
SUPPLIER'S AUTHORISED SIGNATORY					
REVIEWING OFFICER					

**6.1** List of present customer with name & address for similar type & size of item / equipment for which registration is being sought and with whom you have continuous business since last three years (Attach documentary evidence).

Score:

Total/ Out of possible = / 6 = %

Sr. No. 6.0 & 6.1 carry one mark each for completed answer

Balance 4 (maximum) as per Sr. No. 10 Part - D (score sheet)



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<b><u>ORGANISATIONAL INFORMATION</u></b>						
(INDIGENOUS SUPPLIER)						
<b>7.0 LIST OF MANUFACTURING FACILITIES :</b> (INCLUDING MATERIAL HANDLING FACILITY)					FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT
SL. NO.	DESCRIPTION & SPECIFICATION OF MACHINE & ITS MAKE  YEAR OF MAKE & YEAR OF INSTALLATION	ACCURACY & FINISH ATTAINABLE	NO. OF MACHINES INSTALLED	REMARK		
SUPPLIER'S AUTHORISED SIGNATORY						REVIEWING OFFICER

Score:

Total/ Out of possible = / 4 = %

Sr. No. 7.0 carry one mark for complete answer

Balance 3 marks (maximum) as per Sr. No. 11 of Part - D (score sheet)





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<b><u>ORGANISATIONAL INFORMATION</u></b>						
<b>8.0. <u>LIST OF MEASURING FACILITIES, TESTING – EQUIPMENT AND INSPECTION FACILITIES</u> :</b>						
					FOR SELF ASSESSMENT BY SUPPLIER	FOR BHEL ASSESSMENT
SL.NO	DESCRIPTION OF EQUIPMENT	SIZE, RANGE, CAPACITY ACCURACY	MODE AND MAKE	LAST DATE OF CALIBRATION	QUANTITY	
SUPPLIER'S AUTHORISED SIGNATORY						REVIEWING OFFICER

Score:

Total / Out of possible = / 4 = %

Sr. No. 8.0 carries one mark for complete answer and

Balance 3 marks (maximum) as per Sr. No. 12 of Part - D (score sheet)



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<b><u>ORGANISATIONAL INFORMATION</u></b>		
<b>(INDIGENOUS SUPPLIER)</b>		
	<b>FOR SELF ASSESSMENT BY SUPPLIER</b>	<b>FOR BHEL ASSESSMENT</b>
<p><b>9.0 <u>OTHER PARTICULARS</u> :</b></p> <p>9.1 IF THE COMPANY IS ALREADY IN BUSINESS WITH ANY OF BHEL UNITS, GIVE :</p> <p>9.1.1 BHEL UNIT'S NAME :</p> <p>9.1.2 REGISTRATION NO. :</p> <p>9.1.3 ITEMS FOR WHICH REGISTERED &amp; THEIR SPECIFICATION :</p> <p>(ATTACH COPIES OF AT LEAST 3 P.Os. EXECUTED SUCCESSFULLY WITH INSPECTION RELEASE NOTE )</p> <p>9.2 IS THE COMPANY APPROVED BY ASME / NTPC / NPC / EIL / DGS&amp;D / RAILWAYS / IBR / LLOYDS ETC. :</p> <p>(ATTACH DOCUMENTARY EVIDENCE)</p> <p>9.2.1 IS THE COMPANY AN ISO 9000 APPROVED (ENCLOSE CERTIFICATE)</p> <p>9.2.2 IS THE COMPANY AN ISO 14000 APPROVED (ENCLOSE CERTIFICATE)</p> <p>9.3 TECHNICAL COLLABORATION : (FOREIGN OR INDIGENOUS)</p> <p>(ATTACH DOCUMENTARY EVIDENCE)</p> <p>9.4 FUTURE PLANS OF EXPANSION : (GIVE DETAILS)</p> <p>9.5 NAME &amp; ADDRESS OF CONCERN(S) HAVING SUBSTANTIAL INTEREST IN : (NAME OF THE OTHER COMPANY, COMMON DIRECTOR, PARTNER, OWNER ETC.)</p>		
<b>SUPPLIER'S AUTHORISED SIGNATORY</b>		<b>REVIEWING OFFICER</b>

Score:

Total /out of possible = / 10 = %

Sr. No. 9.1, 9.2, 9.2.1, 9.2.2, 9.3, 9.4 & 9.5 carry one mark each for complete answer and

Balance 3 mark (maximum) as per Sr. No. 13 of Part - D (score sheet)



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<b><u>ORGANISATIONAL INFORMATION</u></b>		
	<b>(INDIGENOUS SUPPLIER)</b>	
	<b>FOR SELF ASSESSMENT BY SUPPLIER</b>	<b>FOR BHEL ASSESSMENT</b>
<b>9.6 DIRECTORS / PARTNERS, IF RELATED TO ANY BHEL EMPLOYEE.</b>		
NAME :		
STAFF NO. :		
DESIGNATION :		
DEPARTMENT :		
RELATIONSHIP :		
<b>9.7 IF ANY EX-BHEL PERSONNEL IS EMPLOYED BY THE COMPANY, MENTION HIS / HER DETAILS OF LAST POSTING.</b>		
NAME :		
STAFF NO. :		
DESIGNATION :		
DEPARTMENT :		
DATE OF LEAVING SERVICE :		
<b>9.8 COMPANY'S WEEKLY HOLIDAYS :</b>		
WORKS		OFFICE
<b>9.9 LIST OF ENCLOSURES :</b>		
<b>SUPPLIER'S AUTHORISED SIGNATORY</b>		<b>REVIEWING OFFICER</b>

Score:

Total/ Out of possible = / 4 = %

Sr. No. 9.6 to 9.9 carry one mark each for complete answer



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<u>ORGANISATIONAL INFORMATION</u>	
(INDIGENOUS SUPPLIER)	
<p>I / WE GIVE THE UNDERTAKING THAT BHEL DRAWINGS &amp; SPECIFICATIONS SHALL NOT BE USED IN ANY WAY DETRIMENTAL TO THE INTEREST OF BHEL AND / OR FOR SUPPLY OF ANY MATERIAL, PRODUCT OR SERVICES DIRECTLY OR INDIRECTLY TO ANY OTHER CUSTOMER.</p>	<p>FOR OFFICE USE</p>
<p>SUPPLIER'S AUTHORISED SIGNATORY</p>	<p>REVIEWING OFFICER</p>



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(INDIGENOUS SUPPLIER)

FOR BHEL  
ASSESSMENT

- Here BHEL expects the chief executive's opinion about dealing with BHEL.
- Whether he is willing to work with BHEL on long term contract basis with a time-bound target for improvement in quality of the product and reduction in prices and what support he expects from BHEL towards achieving this goal.
- Any other aspects which would be beneficial for the improvement in BHEL's performance.

( USE SEPARATE SHEET IF REQUIRED)

NOTE : THIS SHEET IS FOR BHEL' INFORMATION ONLY AND NO NUMERICAL RATING IS ALLOTTED FOR THIS.

SUPPLIER'S  
AUTHORISED SIGNATORY

REVIEWING  
OFFICER



## BHEL SUPPLIER REGISTRATION FORM

### **Part B :**

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### **Assessment Criteria for Quality system**

The following pages contain questions that the supplier should use for his self-assessment and BHEL should use to evaluate in detail the supplier's process controls, inspections, tests; incoming material controls etc.

A numerical rating is to be given alongside each question on a scale of 03 considering the following guidelines:

- 0 -- for non-compliance .
- 1 -- where the system in question exists in a rudimentary stage.
- 2 -- where the system in question exists with minimal discrepancies.
- 3 -- where the system in question is in a mature stage ( i.e. meets all requirements)

Each question is to be evaluated on three separate aspects, namely: the written procedure, the system-in-effect and adequate record keeping.

For each section the points obtained is translated into a numerical percentage.

Certain questions marked with asterisk(\*) are classified as "mandatory" where the supplier must achieve a minimum score of 2.

The Survey Summary and the Overall Rating System are given at page 22.



## BHEL SUPPLIER REGISTRATION FORM

### Part B :

### QUALITY SYSTEM

FORM NO. VQSAA01

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I. INCOMING MATERIAL CONTROL :	Procedure		System in Effect		Records	Remarks
	0-3		0-3		0-3	
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT
1. A formalized supplier rating, evaluation, certification programme has been established wherein quality performance is one of the criteria.						
*2. Incoming shipment is verified prior to storage or use.						
Total out of a possible =     /     = _____%						

II. PROCESS CONTROL :	Procedure		System in Effect		Records	Remarks
	0-3		0-3		0-3	
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT
*1. Work instructions are documented, updated & followed by workers.						
*2. Required tools, jigs, fixtures are identified and used.						
3. Procedure for qualification and revalidation of qualification of workers exists such as: ❖ Welders ❖ NDT Personnel						
4. Testing facilities exists for mechanical / chemical / electrical / NDT tests. Trained personnel are carrying out the tests and records are kept.						
5. Preventive maintenance activities are performed on critical machines & records kept.						
6. Material identification and acceptance status is maintained throughout the manufacturing process & during storage.						
*7. Availability of updated drawings/specification at workplace						
8. Preservation, Painting & Packing procedure exists						
Total out of a possible =     /     = _____%						



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<b>III. CONTROL OF NON -CONFORMANCE</b>	Procedure 0-3		System in Effect 0-3		Records 0-3		Remarks
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
*1. Record of Rework/ Rectification is kept.							
2. System of review and analysis of repeated failures and their prevention in future.							
Total out of a possible =        /        = _____ %							

<b>IV. CONTROL OF MEASURING AND MONITORING DEVICES</b>	Procedure 0-3		System in Effect 0-3		Records 0-3		Remarks
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
1. System of calibration of Gauges, Fixtures & instruments exists							
*2. Master Gauges / Standards are traceable to recognized national standards.							
Total out of possible =    /    %							





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V. CUSTOMER SUPPLIER COMMUNICATION	Procedure		System in Effect		Records		Remarks
	0-3		0-3		0-3		
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
1. Supplier is conversant with various engineering standards (IS, BS, ASME etc.)							
2. Supplier is capable of understanding BHEL's : (A) Purchase Specifications (B) Drawing / Design Practices (C) Quality Requirements							
*3. Tender documents are reviewed with reference to customer requirement both technically & from delivery point of view. In case of deviation, in technical specifications and delivery conditions, the deviations are identified and clearly spelt out in offer.							
*4. After receipt of order, acknowledgement is sent followed by order acceptance.							
*5. System of manufacturing planning exists, periodical progress review is conducted and communicated to the customer.							
6. System of submission of documents like: (A) Invoice. (B) Packing list. (C) Test Certificate. (D) Inspection Data							
7. Organisation of after sales service and response time for attending complaints.							
Total out of a possible =        /        = _____%							



## BHEL SUPPLIER REGISTRATION FORM

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VI. CONFORMANCE TO SAFETY REQUIREMENTS :	Procedure		System in Effect		Records		Remarks
	0-3		0-3		0-3		
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
1. Adequate safety precautions are being taken in Plant.							
*2. Provision of adequate safety of Customer's inspection staff during inspection by customer's representative							
Total out of a possible =        /        = _____%							

VII. CUSTOMER SATISFACTION	Procedure		System in Effect		Records		Remarks
	0-3		0-3		0-3		
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
1. Determination of satisfaction in place through direct measures / through surveys / focus groups.							
2. Determination of satisfaction through indirect measures : - Response time is measured and target set for implementation. - Resolution time is measured and target set for improvement - Percentage of on-time delivery and target set for improvement. - Percentage reduction in Customer complaints and target set for improvement. -							
Total out of a possible =        /        = _____%							



## BHEL SUPPLIER REGISTRATION FORM

### Part C :

FORM NO. VTCAA01

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### TECHNICAL COMPETENCE (Job Specific: where design specification is given by BHEL):

	<b>MARKS</b> <b>0-3</b>	
	SELF ASSESSMENT	BHEL ASSESSMENT
*1. Supplier understands the product specification.		
2. Supplier understands the inspection requirements.		
*3. Supplier has process capability to achieve the product specification / dimensional requirement.		
4. Supplier has experienced manpower to carry out the job.		
TOTAL / OUT OF A POSSIBLE      /      =      %		

OR

### TECHNICAL COMPETENCE (Job Specific : where performance specification is given by BHEL) :

	Procedure 0-3		System in effect 0-3		Records 0-3		Remarks
	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	SELF ASSESSMENT	BHEL ASSESSMENT	
1 Design capability							
2 Adequacy of quality assurance plan							
*3 Process capability for components							
*4 Adequacy of testing							
TOTAL/ OUT OF POSSIBLE      /      =      %							

Here:

Score of 0 indicates " No capability"

Score of 1 indicates " Requires continuous technical support of BHEL during Execution of job"

Score of 2 indicates " Occasional technical support from BHEL"

Score of 3 indicates " Can handle BHEL's job without any technical Assistance. "



# BHEL SUPPLIER REGISTRATION FORM

**Part D :**

## SCORE SHEET

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### 1. ORGANISATIONAL SOUNDNESS (SCORING CRITERIA) :

Each question should be answered. No question is to be left unanswered. If any of the questions is not relevant to your organisation then mention so against that question (but do not leave the question unanswered).

Each question answered carries (1) mark. Questions left unanswered will get (0) score.

### Assessment Criteria

				Marks	SELF ASSESSMENT	BHEL ASSESSMENT
1.	Share Capital Refer Sl. No.3.1 of supplier registration form Page 3 Part A. Average of 3-Year to be Worked out	Growth over the previous year	>than 10%	4		
		Growth over the previous year	5 - 10%	3		
		Growth over the previous year	Less than 5%	1		
2.	Sales Sl. No. 3.5 of Page 3 Part A  For current year.	Growth over the previous year	> 10%	4		
		Growth over the previous year	5 - 10%	3		
		Growth over the previous year	> 0 < 5%	1		
		Growth over the previous year	0% & Below	0		
3.	Debt Equity Ratio i.e. Long Term Debt / Share Capital	1 : 1		4		
		1.1 upto 1.5 : 1		3		
		1.6 & above : 1		1		
4.	Current Ratio i.e. Current Assets / current Liability	2 : 1		4		
		Less than 2 upto 1.1 : 1		3		
		1 : 1		1		
5.	Profit Before Tax Sl. No. 3.6 Page 3 Part A	Growth over the previous year	> 10%	4		
		Growth over the previous year	5 - 10%	3		
		Growth over the previous year	Less than 5%	1		
6.	Profit After Tax Sl. No. 3.7 Page 3 Part A	Growth over the previous year	> than 10%	4		
		Growth over the previous year	5 to 10%	3		
		Growth over the previous year	< than 5%	1		



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**Part D :**

**SCORE SHEET**

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		Marks	SELF ASSESSMENT	BHEL ASSESSMENT
7.	Sl. No. 3.8 Page 3 Part A - if referred to BIFR	(-)24		
8.	Sl. No. 3.9 Page 3 Part A - if potentially SICK	(-)12		
9.	For supplier having standby arrangement of power (Sl. No. 5.4 Page 6 Part A)	3		
10.	Supplier having continuous business for more than 3 years. (Sl. No. 6.1 Page 7 Part A) - Beyond 3 customers - Upto 3 customers - No customer	4 3 0		
11.	Manufacturing facilities : (Sl. No. 7 Page 8 Part A)  - Supplier having adequate facilities - Supplier having substantial facility - Supplier having inadequate facilities -	3 2 0		
12.	Measuring and Testing Facilities : (Sl. No. 8 Page 9 Part A)  - Adequate measurement facilities - Substantial measuring facilities - Inadequate facilities	3 2 0		
13.	If the answer to Question No. 9.2.1 Page 10 Part A is Yes  If the answer to Question No. 9.2.1 Page 10 Part A is No	3  0		

SUPPLIER WILL BE CATEGORISED AS

Supplier Category	Marks Obtained	Percentage
OS1	64 - 85	75% and more
OS2	51 - 63	60% to 75%
OS3	less than 51	less than 60%



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**Part D :**

**SCORE SHEET**

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**2. QUALITY SYSTEM (SCORING CRITERIA) :**

<u>SURVEY SUMMARY:</u>	<u>SCORE</u>
Incoming Material Control	-----%
Process Control	-----%
Control of Non- Conformance	-----%
Control on measuring & monitoring devices	-----%
Customer- Supplier Communication	-----%
Conformance to Safety Requirements	-----%
Customer Satisfaction	
Total	-----%
Overall Rating on Quality System Score = Total/7 =	-----%

**Category Supplier   Basis**

Q1	Overall system rating above 90% rated 2 or better on all Mandatory requirements and a rating of 70% or better in each section.
Q2	Overall system rating 80 to 90%, rated 2 or better in all mandatory requirements and a rating of 60 % or better in each section.
Q3	Overall system rating above 70% and less than 80%, rated 2 or better on all mandatory requirements and a rating of 55% or better on each section.

Note : If the reply to S.No. 9.2.1 Page 10 Part A (Organisational Information) is 'Yes' then the supplier's quality system rating will be Q1 with verification.



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**Part D :**

**SCORE SHEET**

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**3. TECHNICAL COMPETENCE (SCORING CRITERIA) :**

The score on Technical Competence is to be considered separately as a third independent criteria while considering a supplier for enlistment. The supplier will fall under TC1, TC2 or TC3 category in the Technical Competence Rating as per following criteria.

<b><u>Supplier Category</u></b>	<b><u>Basis</u></b>
TC1	Technical Competence rating above 90% and rated 2 or better on all Mandatory requirements.
TC2	Technical Competence rating 80 to 89% and rated 2 or better in all mandatory requirements.
TC3	Technical Competence rating above 70% and less than 80% and rated 2 or better on all mandatory requirements.

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### Enlistment Criteria :

<i>Organisational Soundness.</i>	<i>Quality System</i>	<i>Technical Competence</i>	<i>Catagory of Vender</i>	<i>Remark</i>
OS1	Q1.	TC1	Excellent	Recommended for enlistment. Supplier can be indentified for longterm relationship partnership staus, self certification status to be considered. Supplier control checks be defined in PMD. Perodic audit to be conduted.
OS1 OS2	Q1 Q2	TC1	Very Good	Recommended for enlistment, supplier can be considered for rate contract & be given system suppport to become Q1 in a time bound schedule. Supplier control checks be defined in PMD. Supplier be advised to become excellent.
OS1 OS2	Q1 Q2	TC2	Good	Recommended for trial order only. Suplier be advised to become 'Very Good' in a time bound schedule. Supplier checks to be defined in PMD. Technological support be provided
OS1 OS2	Q3	TC1	Fair	Recommended for Trial order in exceptional cases with reasons; such as import substitution, for development of alternate source against proprietary or signle source. Supplier control check to be defined in PMD. System support be provided to become Q1 in time bound schedule.
OS3	Q1	TC1	Poor	Supplier not recommended for enlistment
OS1	Q1 Q2	TC3	Poor	Supplier not recommended for enlistment
OS1	Q3	TC2	Poor	Supplier not recommended for enlistment
OS1	Q3	TC3	Poor	Supplier not recommended for enlistment

### Supplier Category      Marks Obtained

#### Organisational Soundness

OS1	above 75%
OS2	60 - 75 %
OS3	Less than 60%

#### Quality System Adequacy & Technical Competence Survey

Q1 & TC1	above 90 %
Q2 & TC2	80% to 90%
Q3 & TC3	70% to 80%





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**TECHNICAL SPECIFICATION OF THE JOB FURNISHED BY BHEL:**

(To be provided by BHEL in case of development of new supplier / new item / new material)

- (A) Name of item /assembly /component proposed for supplier enlistment :
  
- (B) End use of the product :
  
- (C) Drawings / Purchase Specification / Performance specification :
  
- (D) Critical / Major / Minor Dimensions ( if job is to BHEL design) :
  
- (E) Critical/ Major/ Minor performance requirement (if job is Supplier's design & technology)
  
- (F) Inspection requirements :
  
- (G) Process Control / Inspection Checks for Critical / Major / Minor Dimensions :

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(SIGNATURE OF ENGINEERING)

(SIGNATURE OF QUALITY)  
(For points F & G)

Note: Additional document may be attached by Engineering and Quality, if necessary.



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**Attitude of Chief Executive of Supplier:**  
(Not to be sent to suppliers)

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The attitude of Chief Executive of supplier towards BHEL would largely influence the business dealing. It is recommended that the evaluation team must meet the chief executive or nominee of supplier and assess his attitude. His attitude can be judged on following aspects.

Supplier's Name :

Address of Works Visited :

Date of Visit :

Items for which assessment is done :

Members of Visiting Team :

- How he receives the BHEL team:		
a) He is informal during discussions	<input type="radio"/>	<input type="radio"/>
b) He is formal during discussions	<input type="radio"/>	<input type="radio"/>
- How much importance he gives to BHEL.		
a) He feels proud to deal with BHEL	<input type="radio"/>	<input type="radio"/>
b) He treats BHEL as one amongst many	<input type="radio"/>	<input type="radio"/>
- How he feel about BHEL w.r.t. BHEL's competitors to whom he is a supplier.		
a) He feels BHEL is better than its competitors	<input type="radio"/>	<input type="radio"/>
b) He does not express clearly his impression on BHEL, vis-à-vis our competitors	<input type="radio"/>	<input type="radio"/>
- How often during the conversation he uses legal terms or contractual terms.		
a) Rarely	<input type="radio"/>	<input type="radio"/>
b) Often	<input type="radio"/>	<input type="radio"/>
- Is he willing to go in for long term contract or his approach towards BHEL is only to get himself enlisted so as to use his enlistment for business with others.		
a) Enlistment for long term contracts	<input type="radio"/>	<input type="radio"/>
b) Enlistment for business with others	<input type="radio"/>	<input type="radio"/>

The assessment of the visiting team should be entered with a tick ( ✓ ).

If the ticks appear in majority in the left hand ellipses, that would indicate a positive attitude towards BHEL. A majority of ticks in the right hand ellipses would indicate a negative attitude towards BHEL and we should give trial orders to him before going for rate contracts even if his rating is 'Excellent'.

(MEMBER'S SIGNATURE)

(MEMBER'S SIGNATURE)

(MEMBER'S SIGNATURE)



## BHEL SUPPLIER REGISTRATION FORM

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### MAILING LIST: ADDRESS FOR CORRESPONDENCE

Locations	Completed forms for an initial assessment or empanelment may be sent to	
Bhopal	<b>Shri K K Narang,</b> GM (MM), BHEL, Piplani, Bhopal-462 022. Tel: 0755-2506869 Fax: 0755-5201313 <a href="mailto:kknarang@bhelbpl.co.in">kknarang@bhelbpl.co.in</a>	<b>Shri R K Sinha,</b> AGM (TBMM), TBG, BHEL, Bhopal-462 022 Tel: 0755-5201804, 2506332 Fax: 0755-5201804 <a href="mailto:rksinha@bhelbpl.co.in">rksinha@bhelbpl.co.in</a>
Bangalore	<b>Shri R G Phadke,</b> AGM (MM), BHEL, EDN, Bangalore-560 026. Tel: 080-6746536 Fax: 080-6740534 <a href="mailto:phadke@bheledn.com">phadke@bheledn.com</a>  <b>Shri B.S.Venkatesh,</b> DGM (MM), EPD, BHEL, Bangalore-560 012 Tel: 080-3345607, 2182435 Fax: 080-3340535 <a href="mailto:bsvenk@bhelepd.com">bsvenk@bhelepd.com</a>	<b>Shri Anil Kumar,</b> Sr. Manager, BG-I, BHEL, ISG, 25/1, Mahatma Gandhi Marg, Bangalore-560 001 Tel: 080-2182089 Fax: 080-3562713 <a href="mailto:ak@bhelisg.com">ak@bhelisg.com</a>
Chennai	<b>Shri S Selvaraj,</b> AGM (Purchase & Stores), BHEL, PS-SR, Chennai-600 035 Tel: 044-24342458 Fax: 044-24328516 <a href="mailto:ssr@pssr.bhel.com">ssr@pssr.bhel.com</a>	<b>Shri T Thangamariappan</b> DGM (MM), BHEL, Piping Centre, Chennai-600 017. Tel: 044-28158812 Fax: 044-28157368 <a href="mailto:ttm@mpc.bhel.co.in">ttm@mpc.bhel.co.in</a>
Goindwal (Punjab)	<b>Shri Upinder Singh,</b> Sr. Manager (MM), IVP, BHEL, Goindwal-143 423 (PB) Tel: 01859-222036, 222002/Extn 110 Fax: 01859-222061 <a href="mailto:us@ivp.bhel.co.in">us@ivp.bhel.co.in</a>	
Haridwar	<b>Shri AK Garg,</b> GM (MM) HEPP, BHEL, Ranipur, Haridwar-249 403. Tel: 01334-223181 Fax: 01334-226462, 226081 <a href="mailto:akgarg@hwr.bhel.co.in">akgarg@hwr.bhel.co.in</a>	<b>Shri S. Bedi,</b> Sr DGM (MM), CFFP, BHEL, Haridwar-249 403. Tel-fax: 01334-225892 Tel: 01334-285460 <a href="mailto:sbedi@hwr.bhel.co.in">sbedi@hwr.bhel.co.in</a>
Hyderabad	<b>Shri K Varahala Rao,</b> GM(CMM), BHEL, Ramachandrapuram, Hyderabad-502 032 Tel: 040-23020010 Fax: 040-23020086 <a href="mailto:varahalarao@bhelhyd.co.in">varahalarao@bhelhyd.co.in</a>	<b>Shri B Rajendran,</b> DGM (MM), Corp. R&D, BHEL, Vikasnagar, Hyderabad-500 093. Tel-fax: 040-23778474 <a href="mailto:rajendran@bhelrnd.co.in">rajendran@bhelrnd.co.in</a>
Jhansi	<b>Shri MP Singh,</b> AGM (MM), Transformer Plant, BHEL, Jhansi-284 129. Tel-fax: 0517-2770161 Tel: 0517-2412008, 2412260 <a href="mailto:mpsingh@jhs.bhel.co.in">mpsingh@jhs.bhel.co.in</a>	



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**MAILING LIST: ADDRESS FOR CORRESPONDENCE (Contd.)**

<b>Locations</b>	<b>Completed forms for an initial assessment or empanelment may be sent to</b>	
<b>Jagdishpur</b>	<b>Dr. P.N. Singh,</b> Sr. DGM (HR, WE&S, MM, CIVIL) IP, BHEL, Jagdishpur-227 817. Tel.No.05361-270110, 277272 Fax No. 05361-270155, 270110 <a href="mailto:pns@bhelepd.com">pns@bhelepd.com</a>	
<b>Kolkatta</b>	<b>Shri P.K. Mitra,</b> Sr. DGM (MM), BHEL, PS-ER, Kolkatta-700 001 Tel: 033-23211690 Fax: 033-23211960 <a href="mailto:pkmitra@bhelpser.co.in">pkmitra@bhelpser.co.in</a>	
<b>Nagpur</b>	<b>Shri PK Goel,</b> AGM (Pur), BHEL, PS-WR, Nagpur-440 001 Tel. 0712-2536715 Fax. 0712-2530640 <a href="mailto:pkgoel@bhelpswr.co.in">pkgoel@bhelpswr.co.in</a>	
<b>New Delhi</b>	<b>Shri M.R. Kidwai</b> AGM (CM&P), PEM, BHEL House, Sirifort, New Delhi-110 049 Tel. 011-26001139 Fax:011-26001128, 26493495 <a href="mailto:mrkidwai@bhelpem.co.in">mrkidwai@bhelpem.co.in</a>	<b>Shri Vipin Chandra ,</b> AGM (SCT & Pur), BHEL, PS-NR, NOIDA-201 301 (U.P.) Tel. 95120- 2515479 Fax. 95120- 2515476 <a href="mailto:vc@pnr.bhel.co.in">vc@pnr.bhel.co.in</a>
<b>&amp;</b>		
<b>Noida, UP</b>		
<b>Ranipet</b>	<b>Shri S Mohan</b> Sr. DGM (MM), BHEL, BAP Indira Gandhi Indl. Complex, Ranipet-632 406 Tel: 04172-241151 Fax: 04172-241151 <a href="mailto:smohan@bhelrpt.co.in">smohan@bhelrpt.co.in</a>	<b>Shri S.D. Singh,</b> Manager (MM), CFP, BHEL, Rudrapur Distt. Udham Singh Nagar (Utranchal)) Tel. 05944-41400 Fax: 05944-43605 <a href="mailto:bhecfp@vsnl.com">bhecfp@vsnl.com</a>
<b>&amp;</b>		
<b>Rudrapur</b>		
<b>Tiruchy</b>	<b>Shri A Chandrababu,</b> AGM (MM) FB, HPBP, BHEL, Tiruchy-620 014. Tel: 0431-2520424, Fax: 0431-2520719 <a href="mailto:babu@bheltry.co.in">babu@bheltry.co.in</a>	<b>Shri G Subramanian,</b> DGM (MM), BHEL, SSTP, BHEL, Tiruchy-620 014. Tel: 0431-2528494 Fax: 0431-2520464 <a href="mailto:gs@bheltry.co.in">gs@bheltry.co.in</a>
<b>Varanasi</b>	<b>Shri A Banerjee,</b> DGM (MM), BHEL, HERP, Varanasi -221 003 (U.P) Tel: 0542-2383913 Fax: 0542-2382241, 2382239 <a href="mailto:bhelherp@satyam.net.in">bhelherp@satyam.net.in</a>	

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