



भारत हैवी इलेक्ट्रिकल लिमिटेड ,रामचंद्रपुरम, हैदराबाद-32.

BHARAT HEAVY ELECTRICALS LTD, RAMACHANDRAPURAM, HYD-32.

संचार एवं जन संपर्क (COMMUNICATION & PUBLIC RELATIONS)

Phone: 040-23182234; Fax: 040-23186063; E-Mail: bkumar@bhelhyd.co.in

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NOTICE INVITING QUOTATION

Tender No: **HY/C&PR/TS/2015**

Date: **18-05-2015**

Sealed Tenders in Two Parts (Techno commercial bid & Price bid) with **Tender No, Tender opening due date, Address with contact details of the agency**, addressed to **Sr DGM /Purchase, Co-ordn., BHEL, Ramachandrapuram, Hyderabad-32**, legibly super-scribed on it, will be received by the undersigned from reputed agencies satisfying the prequalification requirements indicated below and will be opened at 14.00 Hrs., on the due date itself in the presence of tenderer's or their authorized representatives at **New vendor complex BHEL, Ramachandrapuram, Hyderabad.**

Work: **Rate Contract for Travel Related Services (Domestic / International Air / Train Tickets, Passports / Visa / Overseas Medical Insurance arrangements etc.)**

Estimated Amount (in Rs)	Earnest Money Deposit (in Rs)	Cost of Tender Document (in Rs)	Contract Period	Sale / download of Tenders		Last date for receipt and opening of tenders
				From	To	
1	2	3	4	5	6	7
5 Crores	2 Lakhs	1000/-	One Year Extendable by One More Year upon satisfactory performance, with the same Terms and conditions and at the same rates.	27.05.2015	17.06.2015	18.06.2015 Time: 11:00 AM & 18.06.2015 Time: 02:00 PM

Quotations Part-I (Techno commercial bid) and Part-II (Price bid) shall be submitted in separate sealed envelopes and the same can be put together in one sealed envelope. Part-I offers of the parties shall be opened on the **Due Date of Opening, as mentioned above at Vendor Complex, BHEL Administrative Building** in the presence of tenderer's or their authorized representatives. Due date of opening of Part-II (Price Bid) offers / date of Reverse Auction, shall be informed separately.

**Yours faithfully,
for and on behalf of B.H.E.L.**

**(Birendra Kumar)
Manager / C&PR**

Encl: as stated.

(All pages including photo copies should be signed and stamped by the bidder at bottom left of every page before dropping in tender box.)

The Tender Cost / EMD may be paid in cash at BHEL, Ramachandrapuram's cash office **or** by Demand Draft / Banker's cheque drawn in the name of **"Bharat Heavy Electricals Limited"** payable at **Hyderabad** and shall be enclosed to the tender bid. **No other means of payment will be accepted.** (Cash office timings: 09.30 to 11.30 & 13.30 to 15.30 Hrs)

(Filled tenders should be dropped in tender box located at New Vendor complex, adjacent to BHEL Reception)

Signature of Tenderer (with Name; Designation & Organization Stamp)

IMPORTANT INSTRUCTIONS TO THE BIDDERS

1. The tender documents are also available in the Web Site of BHEL www.bhel.com. Those who wish to download in the same may do so. While submitting the tender documents, a demand draft/cash paid at BHEL cash office towards cost of tender document should be enclosed. The tender documents downloaded from the website without demand draft for the specific value will be rejected. Corrigendum if any will be published in BHEL web site only. The brief scope of the work and information are provided below:
2. A set of tender documents (non-transferable) may be purchased on any working day (Monday to Saturday) between 09:00 Hrs to 14:00 Hrs from **Communication & Public Relations Dept**, BHEL-HPEP, Ramachandrapuram, HYDERABAD-502032 by paying the prescribed Tender fee of **Rs. 1000/-** (Rupees One Thousand Only) in the form of cash in the Cash Counter of BHEL Ramachandrapuram or crossed Demand Draft in favor of "BHEL-Ramachandrapuram, HYDERABAD-32".
3. In case, tender documents are requested by post, BHEL-HPEP shall not be responsible for any delay due to any reasons (including postal delay) either in receiving the Agency's request or receipt of tender documents by the Agency.
4. Bidders are required go through all the below mentioned documents before submitting the bid.
5. Offers should be submitted in Two Parts as described in Annexure-"A" and "B". The prices shall be quoted for Air and Rail Tickets separately. All other services also have to be quoted. Evaluation of offers will be based on the Total of NET Receivable by BHEL, as indicated in the price bid.
6. The prices must be **quoted in the enclosed Price Format only**.
7. The offers shall remain valid for four months from the date of opening of Part-I bid and 60 days from the date of Price Bids Opening (PBO) / Reverse Auction (RA).
8. Price Bids opening (PBO) / Participation in Reverse Auction (RA) shall be for the technically and commercially acceptable bidders based upon Part-I bid evaluation.
9. The tender documents are consisting of :
 - (i) This letter (Notice inviting Quotations)
 - (ii) Technical specifications – Part-I Bid (**Annexure-"A"**)
 - (iii) Pre-qualifying Requirements for bidders
 - (iv) Scope of Work
 - (v) Other terms and conditions
 - (vi) Price Bid Formats – Part-II Bid (**Annexure-"B"**) – [Un-priced bid "with quoted" to be submitted along with Part-I bid.]
 - (vii) Draft of Acceptance letter / deviation statement (**Annexure-"C"**)
 - (viii) Draft of Declaration by Bidders (**Annexure-"D"**)
 - (ix) **Filled in tenders shall be dropped at New Vendor Complex (adjacent to reception), BHEL Ramachandrapuram.**

Signature of Tenderer (with Name; Designation & Organization Stamp)

(Annexure-A)**TECHNO-COMMERCIAL SPECIFICATIONS****1.0 GENERAL INSTRUCTIONS**

BHEL, Ramachandrapuram, Hyderabad intends to empanel Travel Agencies of repute to provide travel related services for its office located at Ramachandrapuram, Hyderabad by inviting offers from prospective bidders in two parts. Part-I shall be Techno-commercial bid and Part-II shall be the Price Bid. Due date of the opening date of Part-I bid shall be the date of submission of offer as mentioned in the Notice inviting Quotations. Participation in RA / PBO shall be in respect of those bidders only who are techno-commercially acceptable based on the evaluation of Part-I bid. The services to be provided and the terms and conditions are mentioned below.

Considering the business volume of last two years and the anticipated growth, the approximate business volume for the next one year in respect of the BHEL Hyderabad are as under

Estimated Business Volume (for one year period)

a)	Domestic air travel	Rs. 4.4 crores
b)	International air travel	Rs. 0.5 crores
c)	Rail Booking	<u>Rs. 0.1 crores</u>
	Total likely business	Rs. 5.0 Crores / Year

The above figures (Rs. 5.0 Crores / year) are indicative for tender purposes only and does not guarantee the business volumes for the entire contract period of one year. This may increase or decrease depending upon the actual requirements.

2.0 PRE-QUALIFICATION REQUIREMENTS

The following conditions have to be satisfied by the tenderer, with documentary proof to be enclosed with tender bid (Technical):

- (i) Average annual financial turnover during the last three years, ending 31st March of the immediate previous financial year (i.e. for the Financial Years 2011-12, 2012-13 & 2013-14), should be at least 30% of the estimated cost for one year, i.e. Rs 1.5 Crores. **Tenderer should submit audited chartered accountant certified balance sheet, profit & loss statement, income tax returns & Relevant Form 26AS for last 3 years.**
- (ii) Particulars of experience / credentials for the works executed of similar nature during not older than 7 years (Completion and experience certificates of the works, duly attested by signature & stamp of tenderer, to be enclosed) ending last day of month previous to the one in which applications are invited should be either of the following:
 - a. At least three clients, each having order value of Rs 1.5 Crores or more, for a period of one year.
 - OR**
 - b. At least two clients, each having order value of Rs 2 Crores or more, for a period of one year.
 - OR**
 - c. At least one client, each having order value of Rs 2.5 Crores or more, for a period of one year.

Bidders have to submit the copy of the orders along with certificate of completion of services from the client and relevant Form 26AS.

- (iii) The offers of the bidders who are on the **Hold/De-listed/Banned** list and also the offer of the bidders, who engage the services of the banned firm shall be rejected. The list of banned firms is available on BHEL website www.bhel.com
- (iv) The quotation must be submitted together with a Demand Draft payable in favor of Bharat Heavy Electricals Limited., Ramachandrapuram on any scheduled Bank for Rs. 2,00,000/- as Earnest Money Deposit(EMD), without which the tender will be rejected.

Signature of Tenderer (with Name; Designation & Organization Stamp)

3.0 SCOPE OF WORK

The Scope of Work shall be as per details below:

- 3.1 **Booking of Airline Tickets:** Booking of domestic/international air tickets, including cancellation and re-scheduling, if required, shall be made immediately but not later than 12 hours of the intimation to the travel agency OR as directed by the officer authorized by BHEL and also ensuring timely delivery of air tickets directly to the individual. For international air tickets, Travel Agency shall also assist in preparation of itineraries and also arrange / assist in providing related services.
- 3.2 BHEL will prefer purchasing of air tickets at most economical rates available so as to derive maximum benefit on air travel.
- 3.3. **Booking of Railway Tickets:** Booking and cancellation of rail tickets for BHEL officials for their official tour shall be made immediately but not later than 12 hours of the intimation to the travel agency OR as directed by the officer authorized by BHEL and also ensuring timely delivery of tickets directly to the individual.
- 3.4 Arrange excursion tickets for international travel at short notice.
- 4.0 The successful parties shall assist in firming up the itineraries of BHEL officials for the international / domestic air travel as under:
 - i) Schedule and flights as per requisition.
 - ii) The most optimum alternative with marginal change in schedule/comfort.
 - iii) Most economic options with suggestions on change in schedules/flights (airlines) even with significant change in schedule.

The ticket bookings will be finalized and passed on by respective Administration Department.

- 4.1 **The travel agency shall be responsible and ensure booking / delivery / cancellation of domestic / international air and rail tickets of the concerned official during / after office hours, including holidays.**
- 4.2 **Passport and Visa:** Submission and processing of our applications to the Passport Office and Embassies for obtaining passports and visas including collection of documents from the respective offices, arranging interviews and arranging medical insurance, if required handing over to us at the place of our choice. Actual charges paid for passport, visa fees and medical insurance will be reimbursed by BHEL along with the service charge if any.
- 4.3 **Protocol:** Protocol services by trained staff on departure and arrival at Hyderabad to the senior officials of BHEL while going on foreign trips and occasionally for non-BHEL high dignitaries, as per the requirements conveyed from time to time.

5.0 Composition of the Bids:

5.1 Part-I (Techno-Commercial Bids)

The Part-I Bid shall contain all details and documents listed in Annexure-I. No price details are to be furnished in Part-I of the bid.

5.2 Part-II (Price Bid)

The Part- II Bid shall comprise of Price Format, duly filled, as per the enclosed instructions / details.

6.0 EVALUATION CRITERIA AND AWARD OF CONTRACT

BHEL shall carry out detailed evaluation of the bids to determine that the requirements set forth in the bid specifications are met. BHEL may accept or reject the deviations sought by the bidder (s) and may load the bids for price for accepting the deviation.

Based upon the evaluation, BHEL shall determine the techno-commercially acceptable bidders. BHEL reserves the right to reject any bidder without assigning reason for the same.

BHEL reserves the right to opt for reverse auction for arriving at L1 rates for awarding the contract.

Price bid opening / participation in Reverse Auction shall be in respect of techno-commercially acceptable bidders only. The bidders shall quote for Air and Railway tickets along with other services also, otherwise the bid is liable to be rejected.

Evaluation of offers will be based on the Total of NET Receivable by BHEL, as indicated in the price bid.

AA) Air Tickets

Quantum of discount/service charge offered by the bidder payable to BHEL in terms of % on basic fare for air tickets on anticipated business volume of approx. Rs 5 Crores (domestic and international) for the contract period of one year, as per break up given in the Price Format. However, Service Tax, as applicable, shall be payable extra.

BB) Rail Tickets

The quantum of likely Railway Business, during the contract period of one year, shall be Rs. 0.10 crores (approx. 2000 with 500 tickets in Tatkal category) (Details in Price Bid). The bidder shall indicate the amount of Agency Service Charges, if any, over and above the IRCTC charges, on per ticket basis for reservation/cancellation.

Evaluation of offers will be based on the Total of NET Receivable by BHEL, as indicated in the price bid. The evaluated price shall be worked out as per the sample sheet enclosed at Annexure-B.

CC) Finalization of Award:

Based on the outcome of RA / Price Bid Opening, the bidders would be ranked from L1 position (Total of NET Receivable by BHEL should be highest for deciding the L1 Bidder) in ascending order. Since BHEL intends to empanel two parties by splitting of business volume in the ratio of 60:40 respectively amongst L1 and L2 parties, counter-offer of L1 bidder shall be given to the next higher bidder in the rank, i.e., L2 and so on. In case L2 bidder does not accept our counter offered L1 rates, the same will be passed on to next eligible bidder (L3, L4 & so on) who accepts the L1 rates, except for the highest H1 bidder who will be eliminated as per Reverse Auction guidelines. In case none of the bidders accept our counter offered L1 rates, then the entire 100% business volume will be awarded to the L1 bidder.

Efforts shall be made to allocate approx. 60% of business volume to the L-1 bidder while the L2 (second empanelled operator) would be allocated 40% work. Empanelled agencies shall be required to furnish Quarterly MIR for the total volume of business handled by them, latest by 10th day of commencement of next quarter.

However, depending upon the suitability, dependability and reliability of the services, BHEL reserves the right to split the business between the parties.

7.0 CONTRACT VALUE

The contract value shall be the as per Clause No. 1.0 above. This shall be indicated in the Letter of Award to successful bidder (s). However, the actual payment under the contract shall be based on the volume of services rendered.

8.0 VALIDITY OF OFFERS

The offers submitted by the parties shall be valid for a period of 4 months from the date of opening of Part-I bid and 60 days from the date of opening Part-II bid / RA. Participation in RA / Price bid opening shall be limited to techno-commercially acceptable bidders only. Further, BHEL reserves the right to reject the offer of bidder (s) without assigning any reason.

9.0 VALIDITY OF CONTRACT

The contract will be valid for a period of **one year**. However BHEL reserves the right to extend the contract for one more year on the same terms and conditions and at same rates, after satisfactory completion of contract.

10.0 TERMINATION OF CONTRACT

Based upon the feedback from the users about the services, BHEL reserves the right to terminate the contract at its own discretion with the either / both parties.

11.0 Profile / documents to be attached with Part-I (Techno-commercial bid) shall be as per sheet attached as Annexure-I.

12.0 CHARGES NOT PAYABLE BY BHEL

12.1 BHEL will not pay any interest on the EMD and Security Deposit and also for delayed payments. **However, Service Tax, as applicable, shall be payable extra for the Air (domestic / international) and Rail Services. Any statutory variation in the said taxes during the validity of the contract shall also be admissible.**

13.0 Rail Reservation Charges: BHEL expects from the empanelled travel agencies to provide Railway reservation / cancellation services free of charge. However, over and above the basic fare, the service charges of IRCTC and any other charges indicated on e-ticket shall be payable by BHEL. Service Tax on the billing amount, if applicable, shall also be payable extra.

13.1 In case the bidders want to provide the services at 13.0 above on chargeable basis, the same can be indicated in the price bid.

14.0 EARNEST MONEY DEPOSIT (EMD)

EMD of Rs. 2.00 lakh should accompany the techno-commercial bid in the form of a bank draft / pay order drawn in favour of BHEL, RC Puram, Hyderabad, payable at any scheduled bank in Hyderabad / Secundrabad, in a separate sealed envelope super scribed "EMD" on the top. However on specific requests from bidders of PSU's (Central and State) waiver of EMD will be examined.

No interest shall be payable by BHEL on EMD amount.

The EMD shall be forfeited in case of:

- a) Withdrawal of bid or increase in rates or change in bid conditions after opening of the tender.
- b) Refusal to enter into a contract after the award of contract.
- c) If operations of the contract are not commenced from the date indicated in the award of contract.

The EMD will be refunded to the unsuccessful bidders within thirty days of acceptance of award of work by the successful bidder(s) / expiry of the validity of the bid, whichever is earlier.

15.0 SECURITY DEPOSIT

As per rules of BHEL, mentioned below. **The SD shall be in the portion of quantum of business shared by the successful bidder (s) – Refer Clause 4.0.**

- | | |
|--|---|
| a) Upto Rs. 10 lakhs | 10% |
| b) Above Rs. 10 lakhs up to Rs. 50 lakhs | Rs 1 lakh + 7.5% of the amount exceeding Rs. 10 lakhs |
| c) Above Rs. 50 lakhs | Rs 4 lakhs + 5% of the amount exceeding Rs. 50 lakhs |

After adjusting EMD, the Security deposit shall have to be deposited by empanelled agencies with BHEL along with the acceptance of LOA. The Security Deposit can be furnished in the following manner:

- i. 100% through Pay Order / DD / local cheque of scheduled bank drawn in favor of BHEL, Ramachandrapuram, Hyderabad;
- ii. 50% in the form of Bank Guarantee and balance 50% through pay order / DD/ Cheque ;
- iii. 50% through pay order / DD / Cheque and balance 50% recovered at the rate of 10% from the running bills.

The Security Deposit shall not carry any interest.

16.0 PAYMENT TERMS:

The bills along with supporting vouchers will be submitted on fortnightly basis and the payment, inclusive of all taxes as applicable, will be made within 15 days from the date of submission of the bills, complete in all respects. **However, no interest shall be payable for delay in making the payment.**

17.0 Any other BHEL Unit across the country may engage the services of the empanelled travel agency on the same terms and conditions and rates.

18.0 Deviations, if any, may be enumerated in the format enclosed. BHEL at its discretion may agree in full or part or totally reject deviations sought by the bidder(s). BHEL will consider the deviations if the same are specified in the deviation format, or else it will be considered that there is no deviation taken.

19.0 Over and above the discount offered in the price bid on air travel, the empanelled operator (s) shall pass on the entire commission received from the airlines as per the list furnished by them if any, with the applicable rates of commission. Subsequently, as and when revised, the same shall also be furnished to BHEL during the validity of the contract.

20.0 Review of Contract: In the event of any unforeseen changes in the existing practices of aviation industry, subject to production of documentary evidence, (for example, IATA / Airline commission and discounts being passed on to the travel agents), BHEL reserves the right to review the contract to protect the mutual interests and take action as deemed appropriate. The decision of BHEL in this regard shall be final.

22.0 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 the provisions of the 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/his nominee as per the extant rules of the Company read with the provisions of The Arbitration and Conciliation Act, 1996 and amendments thereto. The award of the arbitrator shall be final and binding on both the Parties. The venue of the Arbitration shall be Hyderabad in India. The Award to be given by the Arbitrator/Arbitral Tribunal 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 Sangareddy Courts.

23.0 LAWS GOVERNING THE CONTRACT

The Order/Contract shall be executed and governed by the laws of India and the courts of India alone shall have jurisdiction in respect of any matter arising under or in connection with the Order/Contract.

23.0 JURISDICTION OF COURT

Courts at Sangareddy shall have exclusive jurisdiction to decide the dispute, if any, arising out of or in respect of the contract(s) to which these conditions are applicable.

24.0 DEFAULT/BREACH OF CONTRACT, INSOLVENCY AND RISK PURCHASE

24.1 If the Service Provider / Contractor fails to provide the required services as per the Contract / fails to deliver the goods or materials or any instalment thereof within the period(s) fixed for such delivery or delivers goods or materials not of the contracted quality and failing to adhere to the contract specifications or at any time repudiates or otherwise abandons the contract before expiry of such period or refuses or is unable to supply / provide goods / services or materials covered by the Order/Contract either in whole or in part or otherwise fails to perform the Order/Contract or commits any breach of the Order/Contract not herein specifically provided for or in the event of the death or insanity or if the Seller/Contractor being an individual or if a firm on a partnership thereof, shall at any time, be adjudged insolvent or shall have a receiving order for administration of his estate made against him or shall take any proceeding for composition under any Insolvency Act for the time being in force or make any assignment of the Order/Contract or enter into any arrangement or composition with his creditors or suspend payment or if the firm dissolved under the Partnership Act or if the Seller/Contractor (Service Provider) being a company is wound up voluntarily or by order of a Court or a Receiver, Liquidator or Manager on behalf of the debenture holders and creditors is appointed or circumstances shall have arisen which entitles the Court of debenture holder and creditors to appoint a receiver, liquidator or manager, the purchaser without prejudice to his right to recover any expenses, losses or damages to which the purchaser may be put to incur or sustain by reason of the Seller/Contractor's default or breach of Order/Contract shall be entitled to cancel the Order/Contract either in whole or portion thereof without compensation to the Seller/Contractor (Service Provider) and if the purchaser so desires, he may procure upon such terms and in such manner as he deems appropriate, stores / services not so delivered or others of a similar description where stores / services exactly complying with particulars are not, in the opinion of the purchaser, which shall be final, readily procurable, at the risk and cost of the Seller/Contractor (Service Provider) and the Seller/Contractor (Service Provider) shall be liable to the purchaser for any excess costs provided that the Seller/Contractor (Service Provider) shall continue the performance of the Order/Contract to the extent not cancelled under the provisions of this clause. The Seller/Contractor (Service Provider) shall on no account be entitled to any gain on such repurchases.

24.2 Cost of the purchases made by the Purchaser at the risk and cost of the seller/contractor (Service Provider) shall be worked out after levying 30% overheads as departmental charges on the cost of materials / services so purchased / hired.

ANNEXURE-I

DOCUMENTS TO BE ATTACHED WITH THE OFFER PART-I BID

- 1) DD / Cash Receipt, towards Cost of Tender Document
- 2) DD towards Earnest Money Deposit
- 3) Audited Balance Sheet, Profit and Loss Statement of the Company, IT Returns and Form 26AS for the last three financial years (FY's: 2011-12, 2012-13, 2013-14) along with the Certificates of Satisfactory Performance from concerned clients / customers towards fulfilling pre-qualification requirements.
- 4) List of clients, including PSUs, if any.
- 5) List of Offices in India and abroad.
- 6) IATA Registration Certificate (attach photocopy). In case providing services related to foreign exchange, a copy of RBI Registration Certificate should also be provided.
- 7) List of airlines along with applicable rates of commission.
- 8) Format for seeking deviations.
- 9) A copy of PAN card, Service Tax Registration No., VAT, as applicable
- 10) Declaration Sheet
- 11) Complete details of the contact person with email id and mobile number etc.
- 12) Any other information that bidder may like to furnish.

Signature of Tenderer (with Name; Designation & Organization Stamp)

Annexure-C**FORMAT FOR SEEKING DEVIATION
(To be attached with Part-I bid)**

CLAUSE NO.	DESCRIPTION / DETAILS OF DEVIATION	REMARKS / REASONS

NOTES:

1. Any deviation specified elsewhere in the tender shall not be considered.
2. In case of no deviation, "NIL" is to be indicated in this format.
3. BHEL reserves the right to reject the offer without assigning any reason.

Annexure-D**DECLARATION**

I / We hereby declare that I / We have not been banned and de-listed by any PSU / Government Department / Financial Institution / Court.

Signature
(Name and Address of the Bidder with official seal)

NAME:
DESIGNATION:
COMPANY:
DATE:
PLACE:

Signature of Tenderer (with Name; Designation & Organization Stamp)

ANNEXURE-B**PRICE BID FORMAT FOR EMPANELMENT OF TRAVEL AGENCY FOR A PERIOD OF ONE YEAR**

S No	CATEGORY OF TRAVEL	QUANTUM OF LIKELY BUSINESS	QUOTED DISCOUNT / UNIT CHARGES		EVALUATED AMOUNT		
			%AGE OF DISCOUNT	UNIT CHARGES (Rs)	AMOUNT RECEIVABLE BY BHEL (Rs)	AMOUNT PAYABLE BY BHEL (Rs)	NET RECEIVABLE BY BHEL (Rs)
(1)	(2)	(3)	(4)	(5)	(6) = (3) X (4)	(7) = (3) X (5)	(8) = (6) - (7)
1	AIR (DOMESTIC) Bookings #	44,000,000					
2	AIR (INTERNATIONAL) Bookings #	45,00,000					
3	RAIL (GENERAL) Bookings *	1500					
4	RAIL (TATKAL) Bookings *	500					
5	Passport Arrangement *	100					
6	Visa Arrangement *	100					
7	Overseas Medical Insurance #	5,00,000					
8	Total of NET Receivable by BHEL for Evaluation (in Figures)						Rs
	In Words:						

NOTES:

- The Highest of Total of NET Receivable by BHEL (\$ No 8 above) shall be the deciding criteria for L1 Bidder**
- Service Tax, as applicable shall be payable extra & hence not to be included in the above prices**
- QUANTUM OF BUSINESS IS INDICATIVE FOR THIS TENDER ONLY AND USED FOR THE PURPOSE OF BID EVALUATION**
- FOR RAIL BOOKINGS, 1500 TICKETS UNDER NORMAL & 500 TICKETS UNDER TATAKAL CATEGORY HAS BEEN CONSIDERED FOR BID EVALUATION**
- FOR PASSPORT 100 NO's AND FOR VISA 100 NO's HAS BEEN CONSIDERED FOR BID EVALUATION**
- # INDICATES QUANTUM IN AMOUNT (RUPEES), WHILE * INDICATES QUANTUM IN NUMBERS**
- IN CASE OF REVERSE AUCTION (RA), THE RATIO OF FINAL PRICE AND ABOVE QUOTED PRICE SHALL BE APPLIED PROPORTIONATELY TO ALL THE ELEMENTS OF THE PRICE BID TO ARRIVE AT THE FINAL RATES AND ORDER VALUE**

WE CONFIRM THAT THE PRICES QUOTED BY US ABOVE ARE AS PER THE TENDER TERMS AND CONDITIONS.

(SIGNATURE OF THE BIDDER WITH SEAL)

NAME
DESIGNATION
COMPANY
DATE

Signature of Tenderer (with Name; Designation & Organization Stamp)

SAMPLE FORMAT							
SAMPLE PRICE BID FORMAT FOR EMPANELMENT OF TRAVEL AGENCY FOR A PERIOD OF ONE YEAR							
S No	CATEGORY OF TRAVEL	QUANTUM OF LIKELY BUSINESS	QUOTED DISCOUNT / UNIT CHARGES		EVALUATED AMOUNT		
			%AGE OF DISCOUNT	UNIT CHARGES (Rs)	AMOUNT RECEIVABLE BY BHEL (Rs)	AMOUNT PAYABLE BY BHEL (Rs)	NET RECEIVABLE BY BHEL (Rs)
(1)	(2)	(3)	(4)	(5)	(6) = (3) X (4)	(7) = (3) X (5)	(8) = (6) - (7)
1	AIR (DOMESTIC) Bookings #	44,000,000	5		22,00,000		22,00,000
2	AIR (INTERNATIONAL) Bookings#	45,00,000	5		2,25,000		2,25,000
3	RAIL (GENERAL) Bookings *	1500		25		37,500	-37,500
4	RAIL (TATKAL) Bookings *	500		100		50,000	-50,000
5	Passport Arrangement *	100		50		5000	-5000
6	Visa Arrangement *	100		50		5000	-5000
7	Overseas Medical Insurance #	5,00,000	10		50,000		50,000
8	Total of NET Receivable by BHEL for Evaluation (in Figures) Rs						23,77,500
	In Words: TWENTY THREE LAKHS SEVENTY SEVEN THOUSAND FIVE HUNDRED ONLY						
NOTES:							
1	The Highest of Total of NET Receivable by BHEL (S No 8 above) shall be the deciding criteria for L1 Bidder						
2	Service Tax, as applicable shall be payable extra & hence not to be included in the above prices						
3	QUANTUM OF BUSINESS IS INDICATIVE FOR THIS TENDER ONLY AND USED FOR THE PURPOSE OF BID EVALUATION						
4	FOR RAIL BOOKINGS, 1500 TICKETS UNDER NORMAL & 500 TICKETS UNDER TATAKAL CATEGORY HAS BEEN CONSIDERED FOR BID EVALUATION						
5	FOR PASSPORT 100 NO's AND FOR VISA 100 NO's HAS BEEN CONSIDERED FOR BID EVALUATION						
6	# INDICATES QUANTUM IN AMOUNT (RUPEES), WHILE * INDICATES QUANTUM IN NUMBERS						
7	IN CASE OF REVERSE AUCTION (RA), THE RATIO OF FINAL PRICE AND ABOVE QUOTED PRICE SHALL BE APPLIED PROPORTIONATELY TO ALL THE ELEMENTS OF THE PRICE BID TO ARRIVE AT THE FINAL RATES AND ORDER VALUE						
WE CONFIRM THAT THE PRICES QUOTED BY US ABOVE ARE AS PER THE TENDER TERMS AND CONDITIONS.							
(SIGNATURE OF THE BIDDER WITH SEAL)							
NAME DESIGNATION COMPANY DATE							

Signature of Tenderer (with Name; Designation & Organization Stamp)

INSTRUCTIONS/ DETAILS FOR FILLING PRICE-BID (PART-II)**We hereby confirm compliance to the tender terms and conditions for price bid.**

- ❖ Quantum of discount offered/service charge by the bidder payable to BHEL in terms of % on basic fare for air tickets on anticipated business volume of approx. Rs. 5 crores for the contract period of one year _____%.
- ❖ All inclusive (basic fare + taxes) anticipated business volume for the domestic and international travel during the contract period of one year would be approx. 5 crores.
- ❖ Rail Reservation Charges: In case the bidders want to provide the Railway Reservation and Cancellation services, for an approx. business of Rs. 0.10 crores for the contract period, on chargeable basis, over and above the IRCTC charges indicated on e-ticket, the same are to be indicated in the Price Bid Format.
- ❖ For quoting Agency Service Charges for Railway Services for reservation and cancellation of tickets, bidders can assume a total of approx. 2000 (two thousand) tickets. Likely business for providing the Railway services shall be approx. Rs. 10.0 lakhs. This quantum is indicative only and not to be considered for bid evaluation purposes. This may increase or decrease as per BHEL requirements.
- ❖ Over and above this, empanelled travel agencies shall have to be provide booking/ cancellation of tickets under "Tatkal" category. Agency service charges, if any, in addition to the charges levied by IRCTC, are also to be quoted on per ticket basis considering 500 (five hundred) tickets during the contract period of one year.
- ❖ The Total of NET Receivable by BHEL, as indicated in S No 8 of Price Bids, shall be the evaluation criteria. **The most beneficial offer (The Highest of Total of NET Receivable by BHEL as indicated in S No 8 of Price Bids) shall be ranked as L1 Bidder.** Since BHEL has to empanel two agencies, the L-1 rates shall be offered to the next higher bidder in the rank for acceptance. Sample of price bid format is attached.
- ❖ For Railway services, quantum of bookings mentioned above, is indicative only and shall be considered for evaluation of bids against this tender. This may increase or decrease as per BHEL requirement and payments made on actual basis.

SIGNATURE OF BIDDER WITH SEAL

NAME:

DESIGNATION: